



City of Belleville, Illinois

## **EXECUTIVE SUMMARY**

**of the**

## **ANNUAL BUDGET**

Fiscal Year 2020/21

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## MEMORANDUM

To: City Council

From: Mark W. Eckert, Mayor

Date: May 1, 2020

Re: Fiscal Year 2020/21 Budget

This is the City of Belleville's 2020/21 budget. Please note that the city operates under a fund accounting system. Under this system, the most meaningful analysis is accomplished on a fund by fund basis, rather than a total fund bottom line approach.

### Trends and Issues

At 206 years old, the City of Belleville continues to work diligently to grow and prosper. Belleville is the largest city in Southern Illinois and is the county seat for St. Clair County. Belleville's current population is 44,478.

We are proud of the growth we have accomplished the past fifteen plus years. The massive \$7 million downtown streetscape project and the two new retail shopping centers on Rt. 15 and Green Mount Road were completed in 2006 and 2007 and have been tremendous improvements to our city and significant revenue sources. In October 2016, the city completed the North Illinois Streetscape project providing much-needed improvements. In 2011, Belleville was selected as an All-America City by the National Civic League after competing against 25 other finalist cities for this prestigious award. The City of Belleville was chosen as one of the 25 finalists in 2020, but the city did not participate due to the COVID-19 pandemic.

In the fall of 2017, renovations were completed on City Hall. Built in 1957, the current City Hall, located at 101 S. Illinois Street, was designed by architect Charles E. King. This sturdy building with its terrazzo floors, large windows, and high ceilings has served the public well, but asbestos abatement and compliance with ADA (American with Disabilities Act) are important changes that were long overdue. Renovations also included improved energy efficiencies, safety and security upgrades, and enhanced service areas.

In September 2016, our new police station, located at 720 West Main Street, was completed. The city's previous station was sixty years old and the police department was spread between numerous different buildings. Jail cells were on the second floor with no elevators, making it very difficult to move prisoners.

In August 2017, the redesign of the city's website ([www.belleville.net](http://www.belleville.net)) was completed. Our new, easy-to-use site puts useful information at your fingertips and helps to keep you better informed. The public can easily access information on city officials, events, development projects, programs, and services, as well as the quarterly newsletter.

To provide residents with necessary services, the city added a fourth Firehouse and four new firemen in 2009 at 1125 South Illinois Street and moved Human Resources and the Parks and Recreation Department to 510 West Main Street. Since then, the City of Belleville has been awarded a Class 2 Insurance Services Office (ISO) rating, which is one of the lowest ratings awarded to communities in Southern Illinois. Our good rating reflects our fire department's extensive training, aggressive building plan review, and building inspection programs.

The spirit of volunteerism is still strong in the City of Belleville, as evidenced at Art on the Square, Chili Cook-Off, Oktoberfest, the month-long Christkindlmarkt, and other public events. The countless hours of

work by volunteers before, during, and after these events is vital to their success. Belleville is also fortunate to have many motivated service organizations that support the city and its residents.

We continue to mentor our Character Initiative and push for stronger neighborhoods. On April 14, 2011, the City Council voted to support the Belleville Neighborhood Partnership, a new program designed to give neighborhoods direct input and a greater voice in improving their community through effective communication. We continue to support our BASIC Youth Initiative through our three high schools.

### Debt Limits and Bond Cap

The City of Belleville operates under home rule authority and therefore has no legal debt limit. The General Assembly has not limited the indebtedness that home rule municipalities may incur, nor has it required referendum approval of debt to be incurred by home rule municipalities. Consequently, home rule municipalities may legally incur indebtedness without limitation and referendum approval. However, any municipality which is overburdened by indebtedness would have difficulty marketing its general obligation bonds. Our sewer bonds are paid from user fees, and the TIF bonds are paid from sales and property tax, as is the bond issued for the General Fund for stormwater separation and road projects.

### Policy Statements

Residential and Commercial Development Services (RCDS): Effective, February 3, 2019, a new program began, linking Economic Development, Planning, and Zoning; Health and Housing; and the Belleville Police Department. This department is three divisions: Housing and Code Enforcement Division; Building and Zoning Division; and Economic Development and Planning Division. The mission of this department is to improve customer service for citizens, new and existing businesses, and staff, increase communication, create an efficient workflow and problem-solving solutions, eliminate barriers, maintain and develop safe, clean neighborhoods, and to create a positive, welcoming new business experience. The Director of Economic Development, Planning, and Zoning continues all current duties as Director of EDPZ and is also the Director of RCDS.

The Economic Development and Planning Division is comprised of the Director of EDPZ, Assistant Director of EDPZ, Planner/GIS Coordinator, and an administrative staff person to handle economic development, planning, annexations, grants, TIF, Enterprise Zone, and GIS. Filling vacancies in commercial areas shall be actively pursued. The Division will also continue to look into the possibility of development of the third phase of Belle Valley Industrial Park. Funding for major existing arterials and proposed highway extensions shall be actively sought within the 5-year FAU budget cycle. Subdivision regulations, as amended, shall be strictly enforced. Our superior rated schools and hospital shall be heavily marketed due to its superior ratings. We believe the development of Mid-America St. Louis Airport will provide opportunities for service-oriented commercial and industrial land uses, which shall be actively pursued with the continued support of our joint use with Scott Air Force Base. The Downtown area shall be further developed and/or enhanced through public/private partnerships. The city shall encourage Mixed-Use (Residential, Commercial) development with the Downtown area. The city will support transit-oriented development around Metro Link stations. The city will support the proposed widening of Green Mount Road to four lanes to accommodate commercial and residential growth in the area. The city will encourage a proper mix of retail and service businesses within our community. We will determine what business types are underrepresented and strive to attract those entities to Belleville. The city will continue to work with the Greater Belleville Chamber of Commerce to continue to grow and retain businesses. The Illinois State Police's \$43 million state-of-the-art crime lab is in full operation. The City of Belleville sold the former Meredith Home we acquired in 2010 to the Southwestern Illinois Development Authority (SWIDA) and St. Louis-based Bywater Development Group for \$600,000. This property is currently being developed for Lofts on the Square, a senior living development facility with 47 independent living units open to senior citizens who meet income restrictions. The West End of Belleville has seen unprecedented growth and investment in the last several years, including the revitalization of the Marketplace and Shopland Plaza

shopping centers. In July 2019, the Skyview Drive-In celebrated its 70th anniversary in business. This amazing attraction is one of the few drive-ins remaining in the metro area. The property right next to the drive-in has now been developed into a new \$1.1 million car wash. Freddy's Frozen Custard & Steakhburgers will build a new location in Belleville Crossing. Missionary Ventures, LLC constructed Hofbräuhaus St. Louis - Belleville as part of the development of a 33-acre tract of land located directly across State Route 15 from the National Shrine of Our Lady of the Snows. Hofbräuhaus St. Louis - Belleville opened in March 2018. The city adopted its award-winning Comprehensive Plan, Imagine Belleville, in June of 2014. This powerful tool is allowing us to move forward with changes to the Zoning Code as well. Much had changed since the last Comprehensive Plan was written in 2000, and this plan will guide the future growth and development of the city over the next 20 years.

**The Building and Zoning Division** is comprised of the Building Commissioner/Assistant Director of RCDS, technical and housing inspectors, and the Planner/GIS Coordinator to handle demolitions, zoning, site plan and plat review, commercial occupancy permits, and Historic Preservation.

**The Housing and Code Enforcement Division** is comprised of building inspectors, technical inspectors, housing inspectors, and administrative staff. The Chief of Police and Assistant Chief of Police oversee nuisance complaints, code and enforcement, animal control, Crime-Free Housing, and residential occupancy permits. A total of 5,458 inspections were conducted in 2019. The city housing inspection program has been in operation since 1988. Through this program, all housing units within the corporate limits are required to be inspected before occupancy is permitted to ensure the minimum health and safety standards are in compliance. In 2019 there were 4,143 housing inspections with 2,340 occupancy permits issued. The city developed a crime free housing program in 2013. The goal of the City of Belleville crime-free housing program is to increase the quality of life of residents by partnering the city with owners, landlords, and managing agents to decrease the incidents of public safety violations and criminal activity in rental properties. To date, we have 1,366 certified landlords/owners and 7,700 registered rental units. We hired two additional police officers with the funds generated from this program and assigned specifically to enforce the crime free housing ordinance.

**Code Compliance:** Subdivision Regulations and Zoning Ordinances shall be strictly enforced. Occupancy permit acquisition shall be actively enforced.

**Development Tools:** The areas adjacent to and within five (5) blocks of the Metro Link stations shall have conceptual land use plans. These plans are to be utilized as a marketing tool for new residential and commercial land uses. Enterprise Zone incentives shall be made available only after the financial implications of such have been fully investigated. Tax Increment Financing shall be actively promoted to realize new development and provide funding for city-wide infrastructure improvements. The city is committed to transfer at least \$1,000,000 per year to sewer construction funds. The city shall attempt to attract more grant funding for community improvements and programs. Over time, the city's goal is to reduce its reliance on financial tools to attract or retain business.

**Human Resources:** The Human Resources Department provides leadership and support in the management of all human resource areas, including workers' compensation, labor relations, unemployment compensation, safety, risk management, employee and human relations, Equal Employment Opportunity compliance, and employee development. HR works with all departments to attract, hire, and retain a highly qualified and engaged workforce. In addition to traditional personnel management, Human Resources activities include the administration of Workers' Compensation, liability claims, fleet management, union relations, and assistance with legal compliance. The City of Belleville affirmatively recruits, hires, trains, and promotes the most qualified persons into all job levels without regard to race, color, religion, national origin, sex, or disability.

**Community Development:** This program has not been active in 2020 due to the COVID-19 pandemic. Community Development activities continue to strengthen the city through the Belleville Neighborhood

Partnership Program, the Community Development Network (CDN). The Human Resource Assistant/Risk Manager acts as a liaison to the neighborhood associations and schedules city representatives to attend neighborhood meetings to provide educational presentations and address concerns. In this past year, efforts were made to reenergize the program and improve participation in the neighborhood associations throughout the city. Effective May 1, 2019, the Director of Library Services runs the Community Development Network Meetings. The CDN meets every other month and offers an opportunity for area groups to network and learn what others are doing in the community. This group has grown in number and works to avoid duplication of services and streamline assistance to our citizens. Improved ability to provide appropriate referrals is one of this group's major accomplishments.

#### General and Community Assistance:

In May of 2017, the Belleville Township was dissolved, and the city began providing transitional and emergency assistance to Belleville citizens who qualify. Referrals to area agencies are provided to those in need. Additionally, community assistance grants are awarded. The General and Community Assistance office moved from its former location to the city's Administration Building located at 512 West Main Street in October of 2017. Effective May 1, 2019, General and Community Assistance is supervised by the Director of Library Services.

#### General Overview

The City of Belleville has numerous funds which fall into the following categories: the General Fund, in which all operating expenses are generally included; Utility Funds, where costs and revenues for our sewer operations and debt service are incurred; Tax Funds, which receive property taxes that are used for specific purposes; Tax Increment Financing Funds, which receive revenues from the city's TIF District; Special Revenue Funds, which receive monies from specific revenue sources and must be used for particular purposes; and finally, Pension Funds, which are maintained for employee retirements.

The General Fund includes expenses for such services as police, fire, streets, parks, sanitation, and administrative activities. FY 2020/21 General Fund requested expenses total \$29,050,350. Projected 2020/21 revenues equal \$29,057,770. This represents a surplus budget of \$7,420.

#### General Fund Revenues

General Fund income is projected to be \$29,057,770. Of this, the following are the four major revenue sources: sales tax, estimated to be approximately \$6,638,600, utility tax anticipated to be approximately \$3,675,000, Belleville's portion of the income tax received from the State at approximately \$4,770,000, and garbage fees are anticipated to be \$3,500,000.

The General Fund revenues are projected using a conservative approach.

One revenue source worth mentioning is the inter-fund operating transfers which represent 6% of the revenue received in the General Fund. \$300,000 will be transferred from the Motor Fuel Tax Fund to the General Fund as reimbursement for street department salaries and materials. There is also an inter-fund transfer in FY 2020/21 from the Tax Increment Financing (TIF) District 3. This is an administration fee that covers costs such as personnel, as well as a reimbursement on road work paid for by the general fund and reimbursed by the TIF fund. This transfer amounts to \$1,350,000 for the current fiscal year.

#### City Program Priorities

The city's fiscal policies recognize the following hierarchies of priorities for the allocation of revenues. The first and most important priority is to appropriate adequate monies for general operations in order to continue to provide quality essential services and maintain day to day operations to the community. The second priority is funding for necessary capital equipment to provide essential services to city residents.

Third, to fund essential capital improvement projects to maintain and improve the integrity of the current infrastructure. Fourth, to maintain the city's contingency reserves to provide monies in the event of a major revenue shortfall, natural disaster, or any unanticipated expenditure requirement. Please note that the second and third priorities not only provide funding for capital equipment and improvement programs but also are necessary to decrease the city's liability exposure.

### Capital Equipment & Major Projects

The city has budgeted for capital equipment in 2020/21. Major capital equipment and projects expenditures include the following: Purchase of Land, \$159,000, Building Improvements, \$25,000, Equipment, \$572,500, Vehicles, \$1,006,800, Infrastructure, \$10,272,985, Streets, \$2,325,000, Furniture and Fixtures, \$1,750, Books and Periodicals, \$152,400, and Other Improvements, which includes upgrading parking lots, road improvements, park improvements, street patching, sidewalks, etc., total \$4,403,260. The grand total for all capital outlay is \$18,918,695. Capital Expenditures represent approximately 17% of the total budget. Some of the revenue required will come from grants as well as reimbursements from IDOT and TIF funds. Capital Projects are budgeted within their respective fund. The city generally refers to the Master Plan as a guide for Capital Projects. The bulk of capital funds are going to street projects and State-mandated sewer upgrades.

### Utilities Fund

The Sewer Fund revenues for 2020/21 are estimated at \$10,513,500. These revenues not only support the day to day operation of the city but also go to meet the debt service that is required of the Sewer Fund. Capital Improvement projects are budgeted in the Sewer Construction Fund 24. The city is expanding the sewer plant and is currently in Phase IV of the sewer separation project. These projects will be funded by user fees, tap-on fees, and transfers to Sewer Construction from the operating account and TIF 3.

### Tax Increment Financing (TIF) Funds

The City TIF District encompasses most of the main street corridors and downtown Belleville. Portions of increased real estate taxes generated within the TIF District are returned to the area and are to be invested in the district's infrastructure. Important TIF projects include street improvements, demolitions, sidewalk and parking lot repairs, bike trails, park improvements, stormwater separation street repairs, and renovating public buildings. These projects, as well as others, will be funded by property tax received in the TIF Funds. About 30% of TIF expenditures honor agreements that were renegotiated with the school districts, increasing the dollars left in TIF to be used for infrastructure. Business incentives will also be provided from these funds. A transfer of \$1,350,000 will be made to the General Fund to cover expenses incurred by the General Fund including administrating the TIF area. It will also transfer monies required for the various bond issues as well as \$1,300,000 this fiscal year to the Sewer Construction Fund for the Long Term Control Plan improvements and sewer projects.

### Library Fund

In 2014, the Belleville Public Library was awarded a Public Library Construction Grant from the State of Illinois. The Grant funds were combined with funds previously secured by the library for a combined total in excess of \$900,000. The exterior façade of the main library was completely restored, a new roof was put on the building, the secondary entrance was made ADA compliant, and new paint and carpeting were added on the inside. New service desks were built, as well as a new multipurpose training room, and new shelving. The Belleville Public Library will again offer many valuable services to residents of Belleville during 2020/21. The 2020/21 Library revenues are projected at \$1,744,000 - 74% of which is property taxes. The 2020/21 Library expenses are budgeted at \$1,669,800. Important Library expenditures in 2020/21 include the addition of over \$150,000 in new books, audiobooks, and periodicals, as well as \$5,000 for other equipment.

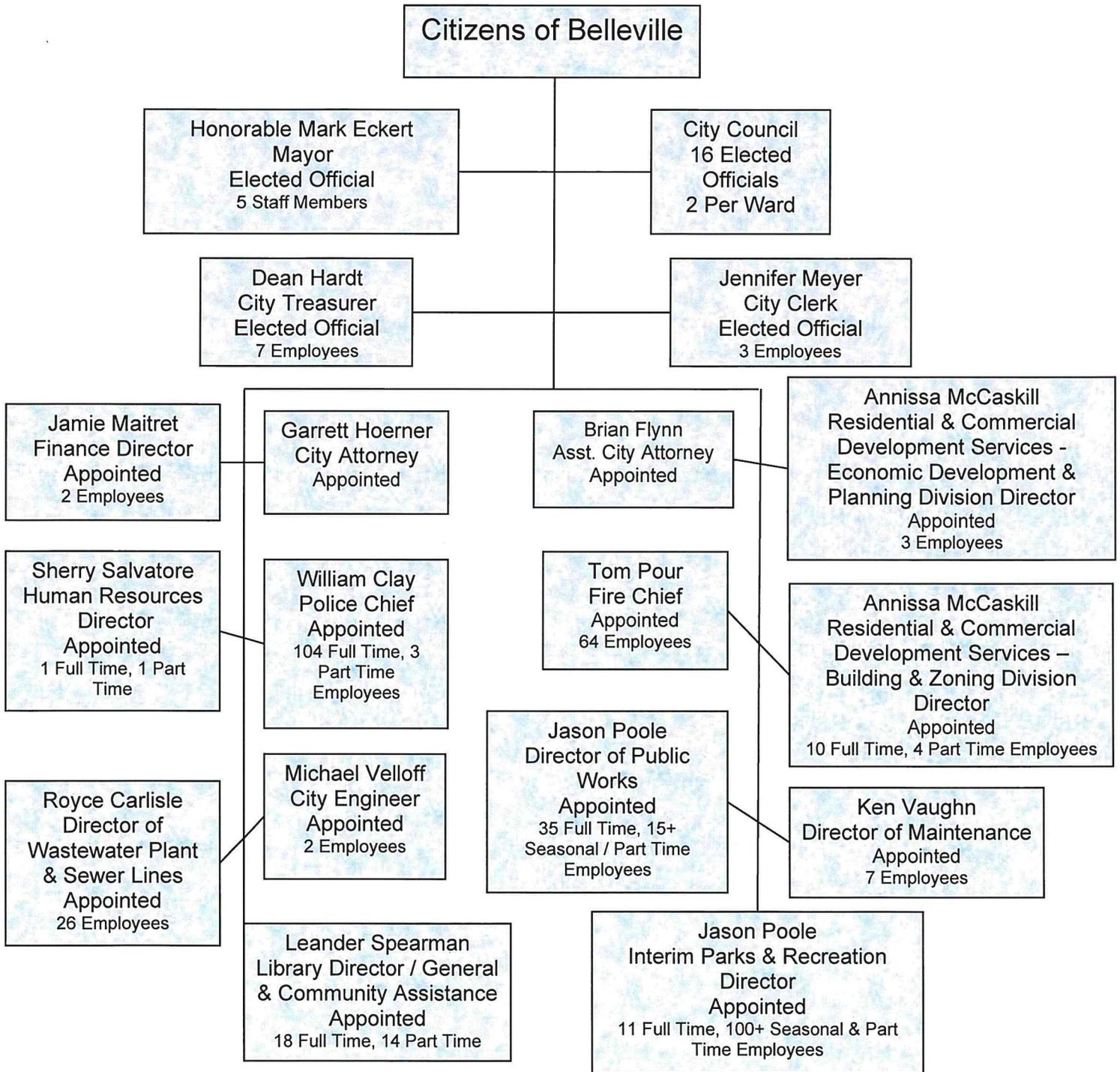
## **Motor Fuel Tax Fund**

The Motor Fuel Tax Fund has projected expenses of \$2,343,200 , with a projected income of \$1,943,000. The Motor Fuel Tax Fund has adequate reserves to fund the Capital Improvement Program for fiscal year 2020/21. The Motor Fuel Tax Fund will have a favorable effect on all residents who use Belleville streets. The city is continuing to take an aggressive approach to upgrade streets during 2020/21. Some of the funds for street improvements will come from the TIF funds when the streets are located in a TIF area. The 50/50 sidewalk program, concrete and asphalt patching program, as well as pavement markings, are included in this year's budget. Of course, the city will continue its traditional street maintenance program by scarifying some streets, striping, and curb improvements, as well as the 50/50 Sidewalk Replacement Program. The City of Belleville is proud of its investment in our roads and thoroughfares as well as our Sidewalk program. The city hires a contractor and will pay 50% of the cost for sidewalk improvements both in our business community as well as our residential areas. The City of Belleville also has a grant opportunity for sidewalk improvements for those who are disabled or who have low income and meet the qualifying criteria.

## **Summary**

The challenges of the COVID-19 pandemic continue. We are concerned about the health and wellbeing of our residents and staff. The City of Belleville continues to monitor the ongoing financial and staffing challenges we face. We remain concerned about our businesses. The City of Belleville, like all units of local government, continues to feel the challenges of our State of Illinois. Financial obstacles, many unfunded mandates, and still the uncertainty of payments make it difficult to forecast good financial budgets. In closing, I advise the City Council and the citizens of Belleville that despite the ongoing challenges with the State and National economy, the city has not incurred deficit spending. We will continue to carefully monitor our financial situation throughout the new fiscal year. This budget, which has taken many hours to prepare, is one that can't be compiled by just one individual. It has been developed with the combined efforts of department heads and administrative staff. Through the continued efforts of our employees, the guidance of the City Council, the input of our residents, and numerous open public meetings, we are working diligently to ensure a stable fiscal future for the City of Belleville as we work to continue to make Belleville a strong Community of Character. I extend my sincere thanks to Jamie Maitret, our Finance Director, for her leadership in developing our annual budgets.

# CITY OF BELLEVILLE ORGANIZATION CHART



**OFFICIALS OF THE CITY OF BELLEVILLE, ILLINOIS**

**ELECTED:**

<b>Mayor</b>	<b>Mark W. Eckert</b>
<b>City Clerk</b>	<b>Jennifer Meyer</b>
<b>City Treasurer</b>	<b>Dean Hardt</b>

**CITY COUNCIL**

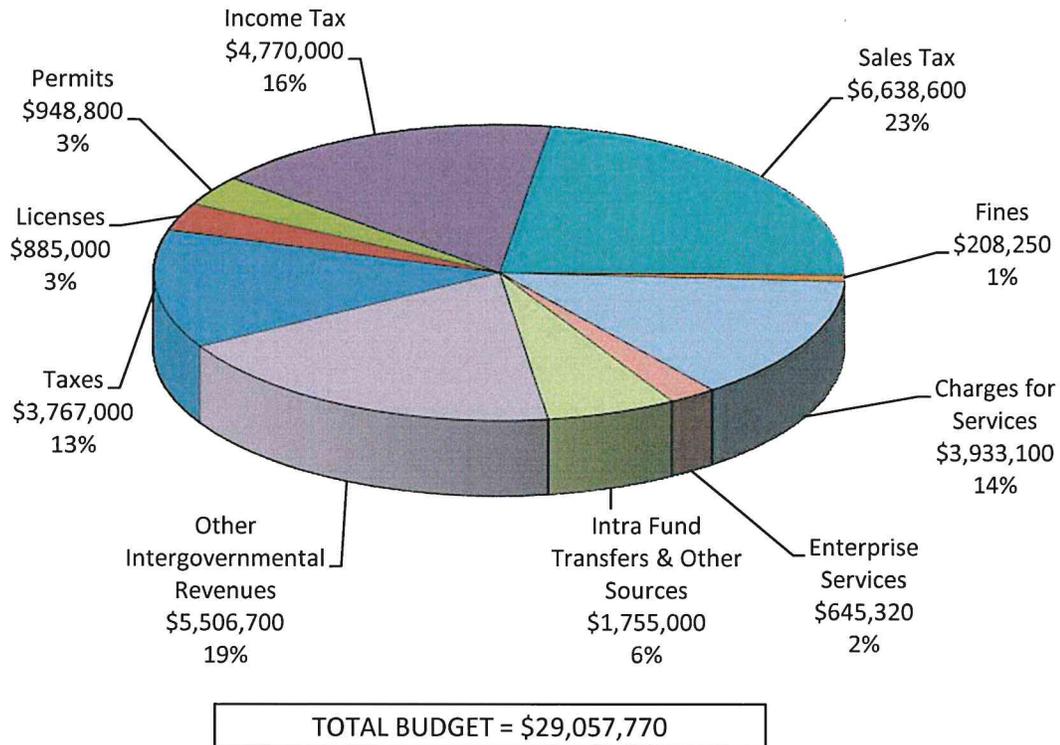
**Ken Kinsella  
Joseph Hazel  
Carmen Duco  
Dave Pusa  
Kent Randle  
Scott Ferguson  
Johnnie Anthony  
Raffi Ovian  
Michelle Schaefer  
Edward Dintelman  
Chris Rothweiler  
Dr. Mary Stiehl  
Dennis Weygandt  
Phillip Elmore  
Roger Barfield  
Roger Wigginton**

**APPOINTED:**

<b>City Attorney</b>	<b>Garrett Hoerner</b>
<b>Assistant City Attorney</b>	<b>Brian Flynn</b>
<b>Police Chief</b>	<b>William Clay</b>
<b>Fire Chief</b>	<b>Tom Pour</b>
<b>City Engineer</b>	<b>Michael Velloff</b>
<b>Director of Finance</b>	<b>Jamie Maitret</b>
<b>Director of Wastewater Plant &amp; Sewer Lines</b>	<b>Royce Carlisle</b>
<b>Director of Residential &amp; Commercial Development Services</b>	<b>Annissa McCaskill</b>
<b>Director of Human Resources</b>	<b>Sherry Salvatore</b>
<b>Director of Maintenance</b>	<b>Ken Vaughn</b>
<b>Director of Public Works / Interim Director Parks/Recreation</b>	<b>Jason Poole</b>
<b>Library Director / Director of Community Development/GCA</b>	<b>Leander Spearman</b>

# GENERAL FUND

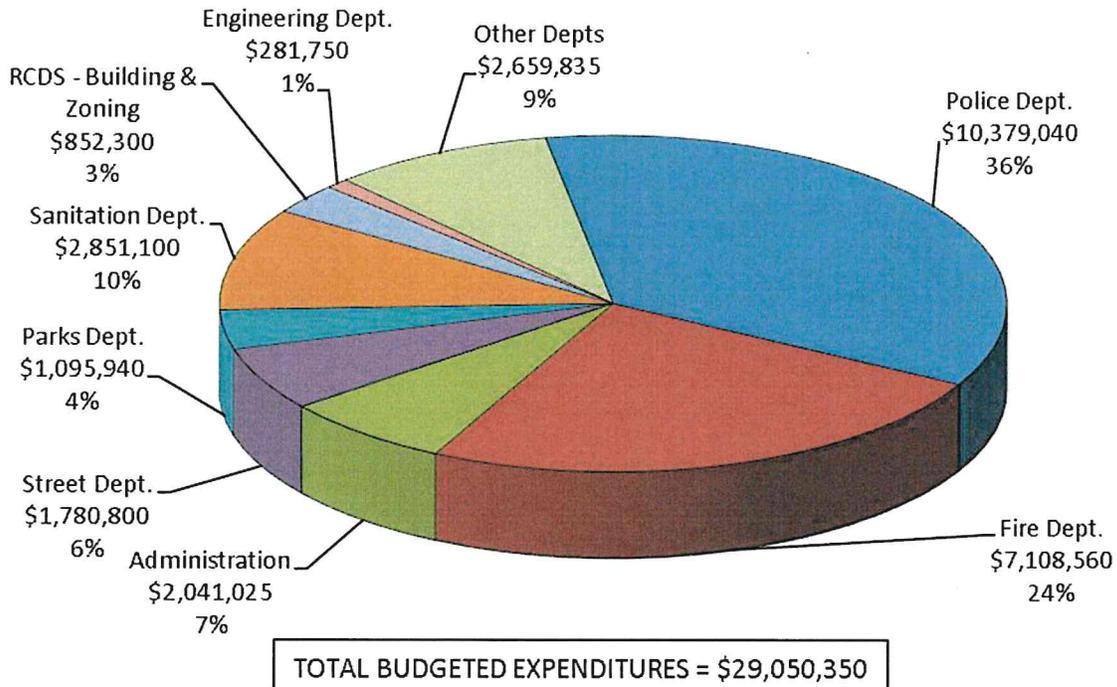
## 2020/21 BUDGETED REVENUES BY SOURCE CITY OF BELLEVILLE



### TOTAL GENERAL FUND REVENUES

	FY 2016/17 Actual	FY 2017/18 Actual	FY 2018/19 Actual	FY 2019/20 Actual	FY 2019/20 Budgeted	FY 2020/21 Estimated
<b>Total Taxes</b>	3,357,692	3,536,016	3,714,890	3,424,032	3,790,000	3,767,000
<b>Total Licenses</b>	849,657	862,794	842,167	680,826	870,000	885,000
<b>Total Permits</b>	735,619	763,047	916,788	840,866	891,900	948,800
<b>Total Intergovernmental</b>	15,607,645	16,135,474	16,025,401	16,636,343	16,594,000	16,915,300
<b>Total Fines</b>	175,497	166,097	153,595	208,326	156,700	208,250
<b>Total Charges for Services</b>	3,098,104	3,673,116	3,829,068	3,833,184	3,810,200	3,933,100
<b>Total Enterprise Services</b>	663,514	659,056	565,235	627,082	644,725	645,320
<b>Total Other Sources</b>	2,072,410	1,730,025	1,700,650	2,254,667	2,110,000	1,755,000
<b>Total Revenue</b>	26,560,138	27,525,625	27,747,794	28,505,326	28,867,525	29,057,770

## 2020/21 BUDGETED EXPENDITURES BY DEPARTMENT CITY OF BELLEVILLE



### TOTAL GENERAL FUND EXPENDITURES

Account Description	FY 2016/17 Actual	FY 2017/18 Actual	FY 2018/19 Actual	FY 2019/20 Actual	FY 2019/20 Budgeted	FY 2020/21 Requested
Total Personnel	21,086,598	20,788,061	21,180,320	21,154,644	22,196,650	22,672,550
Total Contract Services	4,810,954	4,639,590	4,250,417	4,442,394	4,825,272	4,765,075
Total Commodities	873,319	856,634	958,327	920,060	1,045,125	1,015,550
Total Debt Service	402,820	278,063	264,932	356,728	373,758	331,825
Total Capital Outlay	437,705	82,886	123,894	231,163	264,550	199,650
Total Other Expenditures	134,803	43,966	41,264	105,256	156,250	65,700
<b>GRAND TOTAL</b>	<b>27,746,199</b>	<b>26,689,200</b>	<b>26,819,154</b>	<b>27,210,245</b>	<b>28,861,605</b>	<b>29,050,350</b>

# ADMINISTRATION DEPARTMENT

Department Number: 01-50

All expenditures made from this department are for the basic operations of the City Council, Boards, and other elected officials. Belleville operates under a strong Mayoral/Aldermanic form of government. The City Council consists of two aldermen from each of eight wards elected every four years. Their terms are staggered so that half are elected every two years. The Mayor performs all of the duties prescribed by law, including Belleville ordinances, and is charged with seeing that the laws and ordinances are faithfully executed. The Council establishes the policy and legislation necessary for the continued progressive development of the City.

There are many items that are used Citywide that cross over Department boundaries. These types of cross over expenses are charged to this department. Examples would be copiers, cash registers, the annual audit, network programming, codification, postage, public hearing notices, dues for professional organizations such as the Illinois Municipal League, city directories, utilities for most City-owned buildings, street lighting, etc.

The City pays the debt service for the 2009 G.O. Refunding Bonds through this department.

Boards and Commissions whose expenses are paid through this department with revenue collected in the form of donations and grants include the Historical Preservation Committee and the Labor Museum.

Account Description	ADMINISTRATION EXPENDITURES					
	City Administration	City Administration	City Administration	City Administration	City Administration	City Administration
	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2019/20	FY 2020/21
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-50	01-50	01-50	01-50	01-50	01-50
Total Personnel	566,531	590,137	630,116	690,602	702,000	720,000
Total Contract Services	1,388,191	1,288,705	1,178,239	1,197,067	1,228,575	1,159,500
Total Commodities	17,045	17,366	11,915	14,603	15,200	18,200
Total Debt Service	402,820	205,414	224,932	116,932	118,958	113,825
Total Capital Outlay	1,680	1,947	1,579	5,012	6,600	5,500
Total Other Expenditures	112,271	36,170	33,760	85,282	127,000	24,000
<b>GRAND TOTAL</b>	<b>2,488,538</b>	<b>2,139,739</b>	<b>2,080,541</b>	<b>2,109,498</b>	<b>2,198,333</b>	<b>2,041,025</b>

# POLICE DEPARTMENT

Department Number: 01-51

The Belleville Police Department provides service for approximately 44,500 residents, as well as those who visit and work in the City. The department is comprised of positions for seventy-eight (78) sworn officers, fifteen (15) telecommunicators, seven (7) clerical, two (2) mechanics, and two (2) part-time Community Service Officers.

The Police Department is organized into three divisions. Administrative, Investigations and Patrol, which provide several police services and protection for the community and the citizens. The Revised City Ordinances of the City of Belleville have vested authority in the Chief of Police to adopt policies and procedures governing the control and direction of the Police Department and the members thereof. The Chief is also responsible for the department's strategic goals, priorities, initiatives, tone and code of ethics essential to the Good Order and operation of the department. One (1) Lt. Colonel (Assistant Chief of Police) is second in command of the police force and assists the Chief in the day-to-day operations of the department. The Assistant Chief assumes the duties of the Chief in his absence. The Assistant Chief functions as the department's liaison officer and works closely with the Director of Residential and Commercial Development Services (RCDS) and the Building Commissioner for the delivery of Code Enforcement, Crime Free Housing and Animal Control Services.

The Administrative Division reports directly to the Chief of Police and is comprised of one (1) Lieutenant, one (1) Sergeant, one (1) Executive Secretary and one (1) Administrative Civilian Supervisor. The Administrative Supervisor oversees the secretarial staff and assists the Chief in preparing the department's annual budget, COPS and other grant requests, submissions and reporting. The Administrative Supervisor assists in maintaining the department's web, Facebook and Twitter pages and preparing various releases for these pages. The Administrative Lieutenant supervises the Dispatch Center which provides that vital link of communication between those that call for assistance in both emergency and non-emergency situations and the police officers on the street. The department's telecommunicators are trained and certified in response to 9-1-1 calls, emergency medical dispatching, and the Law Enforcement Automated System (LEADS). In addition to the Police Department, they dispatch fire calls for the Fire Department.

The Administrative Master Sergeant is the department's Fleet/Vehicle Maintenance Manager and Quartermaster; is responsible for ordering, purchasing and maintenance of 105 police vehicles. The Master Sergeant ensures all employees are properly equipped with uniforms and police gear. This Sergeant supervises the Community Service Officers/Animal Control Technicians who are responsible for parking enforcement, animal control and nuisance abatement. The Administrative Lieutenant and Master Sergeant conduct tours and corresponds with neighborhood groups and organizations requesting seminars or other informational meetings. They ensure all required training for the department officers is accomplished. They maintain complete training records for the department and assist in training, such as Firearms, CPR, Hazmat, and blood borne pathogens. They also conduct pre-hiring background checks, schedule polygraphs, and are responsible for registering new officers for the academy and other employees for various training classes outside of the department.

The Investigations Division is commanded by one (1) Captain. This Division oversees Special Operations, Code Enforcement, High Visibility Patrol, (HVP), Traffic, School Resource, Drug Tactical, DEA and the Canine Units. These units provide specialized services to the citizens from drug interdiction to enforcement of Crime Free Housing objectives. High Visibility Patrol is a proactive unit with a primary goal of actively addressing crimes of opportunity, order maintenance, drug and weapons violations, by conducting Hot Spot policing operations and intensive traffic enforcement. The Traffic Unit is staffed by two (2) State Certified Traffic Re-constructionists and they investigate all serious injury or fatal traffic accidents. In addition, these officers code all traffic reports, establish parade routes, funeral and other motorcade escorts. The Canine Unit is composed of two (2) Officers and their K-9 partners. They assist in drug interdiction, locating contraband, suspect tracking, article searches and protection of police personnel. Additionally, they perform demonstrations for community, neighborhood organizations, and schools, showcasing their K-9 partner's ability.

The Investigations Unit is supervised by one (1) Master Sergeant. The Master Sergeant assigns caseload and oversees the handling of cases by detectives and communicates and coordinates with the State's Attorney's Office. Detectives are responsible for maintaining their caseload and presenting each case for consideration and successful prosecution to the State's Attorney's Office or Grand Jury. The Juvenile Division investigates all criminal matters involving juveniles. The

Crime Scene Unit is staffed by three sworn officers. All three are State Certified Crime Scene Investigators. They assess, collect, photograph, video, catalogue and store all evidence. When required, they transport all evidence to the Illinois State Crime Lab and to court, keeping the chain of evidence intact.

The Patrol Division is commanded by one (1) Captain. There are four patrol squads; each squad is commanded by a Lieutenant along with (2) Sergeants (or Master Sergeants). Patrol consists of the uniformed officers and canine officers who are the first responders to all calls for service. These officers conduct marked vehicle patrols, prepare all initial reports, enforce traffic laws, and arrest subjects who violate Federal, State and local ordinance violations within their assigned patrol districts.

The Special Response Team (SRT) is responsible for tactical entry in search warrants, drug raids, armed or barricaded situations and hostage negotiations.

In 2020/2021, the Belleville Police Department looks forward to building stronger ties with the community and particularly the area schools by assisting with training of school staff and security. Providing communications equipment for a better informed and coordinated response. We will continue to work with the businesses, churches, homeless organizations and neighborhood associations through our policing efforts. The Police Department is committed to working with the Mayor, City Council, and other City Departments to enhance and improve the quality of life for the people we serve. The Department has placed major emphasis on pro-active enforcement for all of Belleville's citizens and visitors. The department values the partnership of the community and continues to encourage any assistance that fosters a better Belleville.

Account Description	POLICE DEPARTMENT EXPENDITURES					
	Police Department	Police Department	Police Department	Police Department	Police Department	Police Department
	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2019/20	FY 2020/21
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-51	01-51	01-51	01-51	01-51	01-51
Total Personnel	8,505,613	8,644,477	8,511,949	8,583,980	9,106,300	9,155,650
Total Contract Services	761,553	821,254	704,005	766,070	833,680	926,640
Total Commodities	182,142	189,536	246,247	238,970	254,250	220,550
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	33,057	30,660	45,604	37,115	45,500	40,000
Total Other Expenditures	19,948	5,748	3,316	17,909	23,750	36,200
<b>GRAND TOTAL</b>	<b>9,502,313</b>	<b>9,691,675</b>	<b>9,511,121</b>	<b>9,644,044</b>	<b>10,263,480</b>	<b>10,379,040</b>

# FIRE DEPARTMENT

Department Number: 01-52

Fire Chief Tom Pour heads up Belleville's Fire Department, which is divided into two basic divisions; fire suppression and prevention. The staff consists of 63 full-time firefighters, including 3 Chief Officers, 4 Battalion Chiefs, along with a Firehouse Office Manager and a Database Administrator. In 2019, the Fire Department responded to 2,283 emergency calls from the citizens of Belleville and surrounding areas for Mutual Aid, including structure fires, vehicle rescues, and calls to assist ambulance services. Additionally, our department provided 3,286 other public services calls, including fire protection inspections, in-services, fire drills, E.S.C.A.P.E. programs, car seat installations, and other activities. Effective August 1, 2015, the Belleville Fire Department achieved an ISO rating of 2, bringing us to the top 2% of the country.

The Belleville Fire Department continues to expand their continuing education training program under the supervision of Deputy Fire Chief Bud Jacobs. Our training programs help firefighters to be prepared for the new challenges we face each day. Every Fire Personnel must average 20 hours of training and testing per person per month. There are 48 subject areas to be covered and documented through the Office of the State Fire Marshall and the Illinois Department of Labor. Some examples of these subject areas are blood-borne pathogens, hazardous materials, drivers' training, vehicle extrication, fire suppression and rescue. Our department currently has specialty teams in Hazardous Materials, Technical Rescue, Water Rescue, Fire Investigation, Certified Car Seat Installers, and Drone Operators.

- All 63 members of the Belleville Fire Department are trained to the Hazardous Materials Operations level. Of our firefighters, 26 are trained to the Technician level, and 20 are trained to Level B. We currently have 13 Hazmat Technicians that are deployable with Illinois Mutual Aid Box Alarm System (MABAS).
- The Department's Technical Rescue Team consists of 23 members currently training in the following venues: Rope Operations and Technician, Trench Rescue Operations and Technician, Confined Space Operations and Technician, and Structural Collapse Operations and Technician. The goal of this team is to prepare for any specialty rescue assignment within our City, however there are 17 firefighters that are at deployable status. A deployable response team can be called in the event of a large scale Technical Rescue such as a response to a tornado.
- We have 34 members that are trained in water operations, 12 of which are Swift Water Technicians. Additionally, 43 firefighters are certified as Ice Technicians.
- The Department has 10 Certified Fire Investigators, trained to the OSFM standards, and an accelerant K9, Sadie. The FIU is responsible for a cause and origin investigation of every fire. The investigators receive annual training in cause and origin, photography, report writing, and interviewing techniques.
- The Department currently has 7 Federally Certified Child Car Seat Installers. The car safety seat checks are conducted free of charge at the fire stations. Car seat checks can be scheduled by contacting the Fire Administration office. Annually 100+ car seats are installed by BFD.
- The BFD also has 6 drone operators trained to fly our DJI Version 1 drone. We work closely with the Belleville Police Department members to search for missing persons, or any other need for visual aerial operation.

With the numbers of specialty trained firefighters in the department, we are assured to have some firefighters on duty each day that can get us started on specialty rescue. In years past, we would have to wait for an outside agency for assistance. With the advancement of the Code Red system, we can now get the other members of the team, if needed, to the scene in a short amount of time.

The Fire Prevention Bureau is under the direction of Assistant Fire Chief J.P. Penet. On duty crews perform inspections to reduce threats by fire and life safety hazards. Assistant Chief Penet is responsible for all fire code plan reviews of commercial new construction, and businesses renovating existing commercial occupancies in the City of Belleville. New businesses in Belleville may not legally open until they have been inspected and approved by the Fire Department. During 2019, the Fire Prevention Bureau enforced the 2006 International Fire Code and the NFPA 101 Life Safety Code for new construction and existing buildings. We work closely with the Office of the State Fire Marshal of the State of Illinois for underground storage tanks, elevators, large boilers, and other areas handled by the State Fire Marshal.

In 2019, the Belleville Fire Department continued to expand our inspection database program that has not only improved our capabilities, but will assist in interaction of multiple departments within the city, including Residential and Commercial Development Services, Dispatch and the Belleville Police Department.

Our Fire Department conducts fire drills at every school and daycare in the city. More than 11,000 children are instructed how to respond in case of a fire in their school. The Fire Department's new Fire Prevention Program for public and private schools is now highly interactive and has become a huge success. The school fire safety program also includes our E.S.C.A.P.E. trailer, which simulates a home filled with smoke, and children are taught how to exit safely.

By request, we also offer fire prevention and safety education to businesses, civic groups and neighborhood associations. Presentations include fire extinguisher training, cooking safety, holiday fire safety, and almost any other safety topic you may need. Our presentations can be tailored to various age groups and organizational needs.

Public tours of the engine houses are also scheduled on a regular basis. This is a great opportunity for our crews to teach fire prevention, and the public can become familiar with fire equipment, apparatus, and firefighter gear.

With the smoke detector program, every home in which we are called to is checked for working smoke detectors, and no house is ever left without a working smoke detector. Smoke detectors are also given to and installed for the senior citizens, as well as low income families. BFD also changes the batteries in smoke detectors and CO monitors for the elderly and the disabled.

The Belleville Fire Department has made great advancements in emergency preparedness over the last several years to the benefit of not only our citizens but also all of the communities around us. The surrounding communities have taken notice that we are available throughout the area in a moment's notice. The members of the Belleville Fire Department are committed to growing our knowledge and resources as the city grows. This allows us to provide unmatched fire and rescue services to those we protect.

Fire Department goals for 2020 are as follows:

1. Continue to offer outstanding response times and customer service.
2. Continue to improve training to review basics and special operations.
3. Encourage digital submittals of plans for time and cost savings.
4. Create a new entry level firefighter testing process.
5. Finish upfitting the special operations response vehicle.
6. Plan and execute the 2020 all hazards drill for special teams.
7. Hold EOC exercise and evaluate City response to disaster.
8. Train with the Police on large scale incidents (active shooter/disaster).
9. Add additional personal protective equipment for special operations.
10. Assis PD and other City departments when possible to help spread services and cut costs.
11. Update electronic pre planning program to include every structure in town while giving BPD access to this information.
12. Certify all personnel in Traffic Incident Management.
13. Order a replacement pumper for Station 3.

Description of call	2017	2018	2019		2017	2018	2019
Structure Fires	55	63	57	Injuries Firefighters	6	5	8
Cooking Fires	25	33	24	Deaths Firefighters	0	0	0
Grass, Weeds & Rubbish	45	42	45	Deaths Civilians	1	2	0
Mobile Property (Vehicle) Fires	49	30	29	Number of Inspections	3,234	3,378	3,021
Extrications, Rescue Calls, EMS Assist	195	395	497	In Services/Fire Drills/Car Seat Installs	359	297	265
Spills, Leaks, Carbon Monoxide Power Lines, Transformers	184	240	237				
False Calls	457	442	470				
Smoke & Odor Good Intent Calls	69	102	86				
Smoke or Odor Removal	99	89	113				
Service Calls, Assist Police, Motor Vehicle Accidents	486	592	584				
Unauthorized burning	90	98	104				
Ruptures, Explosion, Overheating	12	13	7				
Animal Rescue or Problem	0	18	29				
Bomb Scares	0	1	1				
Mutual Aid	39	22	29				
Total Calls	1,805	2,180	2,312				

FIRE DEPARTMENT EXPENDITURES						
Account Description	Fire Department					
	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2019/20	FY 2020/21
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-52	01-52	01-52	01-52	01-52	01-52
Total Personnel	5,854,723	5,755,772	6,071,506	6,097,332	6,218,200	6,445,250
Total Contract Services	603,189	619,776	484,673	542,376	594,920	515,160
Total Commodities	82,976	97,855	104,425	95,250	105,500	117,650
Total Debt Service	0	72,649	40,000	56,945	57,800	0
Total Capital Outlay	286,142	11,202	24,134	76,110	77,000	25,000
Total Other Expenditures	2,585	2,047	4,188	2,065	5,500	5,500
<b>GRAND TOTAL</b>	<b>6,829,615</b>	<b>6,559,301</b>	<b>6,728,926</b>	<b>6,870,078</b>	<b>7,058,920</b>	<b>7,108,560</b>

# STREET DEPARTMENT

Department Number: 01-53

The Street Department, garaged at 801 Royal Heights Road is responsible for maintaining over 500 lane miles of roadway and 60 miles of alleys. The Street Department consists of a Director of Public Works, an Assistant Director, secretary, fourteen full-time Teamster/Laborers, and 10 part-time seasonal employees.

Duties include sign replacement, snow and ice control, concrete repairs, installing guardrails and concrete barriers, crack sealing, repairing road edges, litter control, right-of-way mowing and weed spraying, street sweeping, right-of-way tree trimming and removal, and also pothole repairs. Additionally, the Street Department is also the 'Emergency Response Department', and responds to Police and Fire when asked to assist with barricades to block areas for various emergency purposes; performs clean-up measures following vehicle accidents, fires and severe weather incidents.

The Street Department is also responsible for flood control. Ditching or re-establishing ditches that have silted in or creating additional ones, as well as culvert repair and replacement, in addition to catch basin and detention basin cleaning and repairing. The Department also hauls and supplies rip rap, dirt and rock for erosion and flood control.

This department oversees traffic control, which includes signs and street markers; replacing or repairing damaged, missing and old signs. Last year we replaced approximately 1,460 signs which included numerous other informational signs, warning signs, traffic control signs, street markers, along with posts and brackets and barricades, costing over \$24,200. Stolen, lost or found bicycles and other property are picked up, tagged and stored by the Street Department. Further assistance to the Police Department is given by transport of large evidence and other stolen merchandise.

The Street Department assists with detours, traffic control, and clean-up, related to various organizations, civic groups, and schools for picnics, parades, and field days; downtown festivals, events and associated promotional activities in the downtown area; miscellaneous block parties, fundraisers, 5-K runs and other charitable events held throughout the City. Banners promoting events, and noting anniversaries of various organizations, schools, etc. are hung by the Street Department. The Street Department also hangs the Christmas decorations and assists with other holiday related set-ups. (e.g. Santa House, Christmas Chalets, etc.)

The Street Department has been able to obtain some new equipment and vehicles in the past few years, and will continue to work on maintaining the new and aging equipment and vehicles.

The Street Department is responsible for maintaining the grounds at Mt. Hope Cemetery. This includes mowing, trimming, litter pickup, debris removal, and tree maintenance.

## STREET SIGN REPLACEMENT PROGRAM

	2017	2017	2018	2018	2019	2019
Street Markers	88	\$1,457.82	188	\$4,190.94	359	\$5,818.26
Traffic Control	520	\$11,090.36	358	\$11,118.36	415	\$10,396.35
Information/Warning	614	\$4,227.18	856	\$3,601.10	686	\$8,074.62
Total	1,222	\$16,775.36	1,402	\$18,910.40	1,460	\$24,289.23

## SUMMARY OF WORK HOURS

	2015	2016	2017	2018	2019
Banners/Special Events	1014	639	573	516	764.25
Blacktop	2375	2485	2882	1827	2636
Catch Basins	1033	630	508	705.25	528
Central Crew	1865	1831	1762	1695.5	1726.5
Christmas Decorations	456	384	232	24	231.5
Concrete	2665	1385	1520	1127.5	595
Crack Seal	144	1096	40	1108	0
Culvert Replacement/Ditching	960	640	924	614.5	539
Election Supplies	100	246	352	112	117
Emergency	1979	1864	2110	1856	1780
Litter	590	595	783.5	877.25	276
Miscellaneous	289	1757	548	2216	2637.5
Mowing	2110	3585	2170	1794	1767
Oil & Chip	596	540	520	441	380
Oil & Chip Overtime	118	185	0	246.75	163.25
Rock/Dirt	1535	1744	2470	2246.5	1683
Shop	3010	3062	2173	1551	1597
Snow/Ice	374	436	316	124	580
Snow/Ice Overtime	1516	715	459.25	528	1548.25
Sweeping	1554	1374	1738	1428	1325
Training	32	120	120	0	0
Trees/Stump Removal	1516	2126	1768	1075.8	1306
Vehicle Preparation	392	272	234	329	444
Weed Spraying	28	40	32	40	16
Mt. Hope Cemetery	7214	4372	4339.75	2380.5	2412

## STREET DEPARTMENT EXPENDITURES

Account Description	Street Department					
	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2019/20	FY 2020/21
	Actual	Actual	Actual	Actual	Budgeted	Requested
	Department Number	01-53	01-53	01-53	01-53	01-53
Total Personnel	1,461,395	1,386,311	1,338,920	1,210,972	1,315,100	1,354,650
Total Contract Services	224,551	216,948	198,152	252,270	273,800	244,150
Total Commodities	162,444	150,809	168,568	155,122	168,500	174,000
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	0	0	2,503	5,583	8,000	8,000
Total Other Expenditures	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>1,848,390</b>	<b>1,754,068</b>	<b>1,708,143</b>	<b>1,623,947</b>	<b>1,765,400</b>	<b>1,780,800</b>

# PARKS DEPARTMENT

Department Number: 01-54

The Belleville Parks Department is charged with the responsibility of maintaining all parklands within the city limits of Belleville, an area covering approximately 16 square miles and consisting of approximately 250 acres of park land. The department also maintains about a dozen ball diamonds at the schools and parks that are used for programs.

Bicentennial Park is one of our newest parks featuring natural trails and 5 fishing ponds totaling 43 acres. The park is conveniently located off the 17<sup>th</sup> Street corridor, at 4811 Belleville Crossing. The “Kimball Plaza” development includes a wedding-like gazebo, ADA fishing pier, a “tree” themed playground, a spectacular motioned art sculpture “Whimsical Palm”, a restroom facility and a lighted parking lot. A second entrance is located off South 21<sup>st</sup> Street and includes a unique themed large playground, pavilion, restroom, trail expansion, and a lighted parking lot. A pond was recently dredged, regraded, and stocked with fish for future enjoyment here as well. Plans are currently in motion to add a splash pad to the area.

The Belleville Dog Park in Rotary Park, 110 N. 6<sup>th</sup> Street, since its inception six years ago has accepted over 1300 memberships. This premiere park includes agility equipment for both small & large dogs in the fenced area, totaling 2.5 acres.

Our Parks & Recreation Department philosophy is “To plan a parks and recreation system that provides a balance of active recreation, passive recreation, conservation facilities and cultural arts; to design a park system that will evolve into a regional benchmark; to provide a guide for land use as it relates to parks, trails, open space and opportunities for future recreational facilities.” We take pride in our park system, and with the five full-time Parks employees and seasonal part-time employees, we strive to provide the proper maintenance of these areas and enhance and improve the quality of life for the people of Belleville.

<b>PARKS DEPARTMENT EXPENDITURES</b>						
Account Description	Parks Department	Parks Department	Parks Department	Parks Department	Parks Department	Parks Department
	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2019/20	FY 2020/21
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-54	01-54	01-54	01-54	01-54	01-54
Total Personnel	539,174	473,666	505,161	606,179	619,600	658,250
Total Contract Services	224,608	218,035	231,909	246,116	281,440	253,690
Total Commodities	110,667	83,655	96,243	102,371	137,625	152,000
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	47,384	25,083	14,046	23,983	31,700	32,000
Total Other Expenditures	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>921,833</b>	<b>800,439</b>	<b>847,359</b>	<b>978,649</b>	<b>1,070,365</b>	<b>1,095,940</b>

# CEMETERY DEPARTMENT

Department Number: 01-55

Walnut Hill Cemetery, owned and operated by the City of Belleville, is conveniently located in the southeast quadrant of the City off IL Route 177. Walnut Hill has faithfully served Belleville families since 1850. Staffing includes two full-time maintenance workers, six part-time workers in the summer months, and one clerical position. One Street Department employee is also usually assigned to the Cemetery during the grass growing season to aid in maintenance.

When the big cholera epidemic hit Belleville in 1849 the citizens did not want the victims of cholera to be buried nearby in family plots. As a result our officials sought a municipal burial plot and thus Walnut Hill was born.

Comprised of 85 acres of gently rolling grounds, Walnut Hill Cemetery is one of the last area cemeteries to permit above ground monuments and headstones. One of the oldest and most historic public cemeteries, Walnut Hill is also the site of a Civil War Memorial, Veterans of Foreign Wars Memorial, Lawn Crypts and numerous significant ground monuments. Providing a remarkable source of history and beauty, Walnut Hill Cemetery offers a tranquil sanctuary for remembrance of loved ones.

CEMETERY DEPARTMENT EXPENDITURES						
Account Description	Cemetery Department	Cemetery Department	Cemetery Department	Cemetery Department	Cemetery Department	Cemetery Department
	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2019/20	FY 2020/21
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-55	01-55	01-55	01-55	01-55	01-55
Total Personnel	180,605	164,699	174,251	182,104	187,300	222,450
Total Contract Services	25,903	15,453	13,731	15,433	20,400	21,000
Total Commodities	23,133	22,174	24,059	20,989	23,650	20,650
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	0	0	0	0	0	10,500
Total Other Expenditures	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>229,641</b>	<b>202,326</b>	<b>212,041</b>	<b>218,526</b>	<b>231,350</b>	<b>274,600</b>

# SANITATION DEPARTMENT

Department Number: 01-56

The Sanitation Department is located at 2115 Freeburg Avenue. The department consists of a Director, an Assistant Director, a foreman, 14 drivers and 1 secretary. This department has many responsibilities. They enforce the City's sanitation ordinances and regulations with the help of three Belleville Community Service Officers.

The full-time staff offers refuse, yard waste, and recyclable pick-up. Residents of the city receive a weekly pick-up at their home. The Sanitation Department has 6 trash trucks, 3 yard waste trucks and 3 recycling trucks that go out each day.

Trash fees are billed along with the sewer bill every month. The cost is \$20.00 per month. Senior citizens receive a discounted price of \$15.00 per month. The City also offers a large item pick-up for a minimum \$65.00 fee.

While the City encourages recycling, it is not mandatory. In 2010, the City began single-stream recycling in which the different types of recyclables are no longer separated. This program made recycling easier for the residents and the City. The City collects from approximately 14,600 residential customers on a weekly basis.

Our goals remain the same: We do our part to keep our City clean and beautiful, and encourage our residents to do the same.

## ITEMIZED VOLUME REPORT

	2014 Pounds Collected	2015 Pounds Collected	2016 Pounds Collected	2017 Pounds Collected	2018 Pounds Collected	2019 Pounds Collected
Yard Waste	4,702,000	4,148,500	4,999,500	5,020,000	4,817,400	5,404,800
Refuse	24,883,700	28,487,920	27,071,540	26,966,600	25,440,180	25,889,660
Commingled Recyclables	1,726,900	2,107,160	2,179,200	2,274,940	2,119,120	2,121,480

<b>SANITATION DEPARTMENT EXPENDITURES</b>						
Account Description	Sanitation Department	Sanitation Department	Sanitation Department	Sanitation Department	Sanitation Department	Sanitation Department
	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2019/20	FY 2020/21
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-56	01-56	01-56	01-56	01-56	01-56
Total Personnel	1,051,353	969,958	1,039,393	1,032,727	1,067,700	1,126,100
Total Contract Services	1,177,177	1,141,058	1,099,460	1,174,178	1,193,200	1,193,400
Total Commodities	245,960	247,838	262,504	244,411	275,600	251,600
Total Debt Service	0	0	0	182,852	197,000	218,000
Total Capital Outlay	27,408	13,116	31,515	41,899	42,000	62,000
Total Other Expenditures	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>2,501,898</b>	<b>2,371,970</b>	<b>2,432,872</b>	<b>2,676,067</b>	<b>2,775,500</b>	<b>2,851,100</b>

## FIRE & POLICE COMMISSION

Department Number: 01-58

The Fire and Police Commission consist of three members appointed by the Mayor for a three year term. The Chiefs of the Fire and Police Departments are not covered by the rules and regulations of the Board, as they are subject to the Mayor and/or City Council as defined by ordinance.

The duties of the Commission are to participate in oral examinations for appointments and promotions to the Fire and Police Departments. The Board also handles all of the hearings of charges, removals, suspensions, discharges and leaves of absence.

<b>FIRE &amp; POLICE COMMISSION EXPENDITURES</b>						
Account Description	Fire & Police Commission					
	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2019/20	FY 2020/21
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-58	01-58	01-58	01-58	01-58	01-58
Total Personnel	0	0	0	0	0	0
Total Contract Services	5,595	900	0	5,000	5,000	5,000
Total Commodities	0	0	0	0	0	0
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	0	0	0	0	0	0
Total Other Expenditures	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>5,595</b>	<b>900</b>	<b>0</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>

## LEGAL DEPARTMENT

Department Number: 01-60

The City's legal department is made up of the City Attorney and the Assistant City Attorney. The City Attorney acts as corporate counsel to the City and serves as the attorney for the Board of Fire and Police Commissioners. As such, he provides legal advice to all departments of the City. His duties also include attending Council meetings, drafting ordinances or other legal documents that the City might need, and handling any litigation filed by the City or against the City.

The Assistant City Attorney acts as attorney for the Zoning Board. His duties also include prosecuting ordinance violations and handling demolition cases for the City.

<b>LEGAL DEPARTMENT EXPENDITURES</b>						
Account Description	Legal Department	Legal Department	Legal Department	Legal Department	Legal Department	Legal Department
	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2019/20	FY 2020/21
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-60	01-60	01-60	01-60	01-60	01-60
Total Personnel	175,021	178,520	185,972	194,194	209,500	195,950
Total Contract Services	56,686	24,116	52,002	18,907	42,200	25,100
Total Commodities	0	0	0	0	0	0
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	0	0	0	0	0	0
Total Other Expenditures	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>231,707</b>	<b>202,636</b>	<b>237,974</b>	<b>213,101</b>	<b>251,700</b>	<b>221,050</b>

# **RESIDENTIAL AND COMMERCIAL DEVELOPMENT SERVICES**

Building & Zoning Division: 01-61  
Economic Development & Planning Division: 01-62

As of November 2019, the one year pilot program seeking to merge the functions of the Economic Development, Planning and Zoning and Health and Housing Departments and strengthen the link with the Belleville Police Department was finalized. The new Residential and Commercial Development Services Department has three divisions: Housing and Code Enforcement Division; Building and Zoning Division; and Economic Development and Planning Division. All three divisions are located in the Public Services Building at 407 East Lincoln Street. Business hours are from 8:00 a.m. to 5:00 p.m. Monday through Friday. The Department is under the direction of the Director of Residential Commercial and Development Services (RCDS) and two Assistant Directors; one who oversees Economic Development activity and another who also serves as Building Commissioner. Staff consists of one (1) Planner/GIS Coordinator, five(5) secretaries, four (4) full-time housing inspectors, five (5) part-time inspectors, and four (4) Code Enforcement Officers, assigned to the Department from the Belleville Police Department.

## **Code Enforcement Division**

Complaints regarding derelict properties are handled through the RCDS Department via the Code Enforcement Division, via collaboration with the Belleville Police Department. This Division enforces nuisance ordinances and regulations. In doing so, it allows more time to be dedicated by Housing Inspectors for occupancy permits. In 2019, Code enforcement issued 433 court citations for nuisances and continued to work with residents to abate issues before reaching citation status. Our property values will increase as our citizens take more pride in their neighborhoods and cooperate with us to maintain a high standard.

The former Health, Housing and Building Department implemented the Crime Free Housing Ordinance on November 1, 2013. As of the end of 2019, there were 1,366 certified landlords/owners, and 7,700 rental units have been registered under this program. This is a decline in the number of rental units, which we are sure is in part attributable to properties shifting to owner-occupied housing.

Budget for this division is included within the Police Department budget.

## **Building and Zoning Division**

The Building and Zoning Division issues appropriate permits for any improvements to private property within the corporate limits of Belleville. Fees for the permits vary as to the size and scope of the project. Applications for permits and information on building codes can be obtained at the office and the City of Belleville website. Last year this division issued 353 building permits at a construction value of \$40,560,695. While this is 51 fewer building permits than 2018, this was a 41% increase in construction value. We also note that 193, or 49%, of the permits issued were for residential property improvements. Of this number, 49 of these permits were for new single-family homes, a 172.2% increase over 2018. This substantive increase in new single family construction permits and construction value is indicative of an increased willingness to invest in our community and a higher standard for construction projects in the City of Belleville, which our Department has been pursuing in recent years. We are confident that we will continue to see more growth in all areas of construction in coming years.

As noted above, all construction in Belleville must conform to the adopted codes and ordinances and appropriate permits obtained before work commences. Residents are advised to contact the Building and Zoning Division before any work of this nature is contracted, to determine if a permit is required and if the contractor is licensed or bonded by the City.

Residents moving into Belleville are advised that a “Certificate of Occupancy” is required to be obtained before the residence can legally be occupied. An inspection of the dwelling unit is conducted by the City to ensure that there are no substantial defects and violations of the “Property Maintenance Code” that must be corrected before occupancy is permitted. Critical areas of inspection include the electrical and plumbing systems, exterior and interior structural elements, and other areas that are readily visible. During the year 2019, 2,340 occupancy permits were issued.

	2016	Construction Value	2017	Construction Value	2018	Construction Value	2019	Construction Value
Residential Building	291	\$10,114,040	306	\$ 8,325,490	199	\$ 7,132,937	285	\$ 25,393,277
Business/Commercial	80	\$16,516,285	69	\$ 19,724,836	141	\$ 14,570,625	67	\$ 14,967,418
Industrial	0	\$ 0	0	\$ 0	53	\$ 7,020,947	1	\$ 200,000
Non-Profit/Public Bldg	1	\$21,000,000	0	\$ 0	11	\$ 112,000	0	\$ 0
Total Building Permits	372	\$47,630,325	375	\$ 28,050,276	404	\$ 28,836,509	353	\$ 40,560,695
Electrical Permits	758	\$ 24,945	720	\$ 24,043	804	\$ 29,580	738	\$ 31,854
Gas, Oil & Fuel	116	\$ 1,980	149	\$ 2,714	262	\$ 7,493	385	\$ 11,479
Plumbing Permits	386	\$ 14,812	321	\$ 11,364	631	\$ 54,982	420	\$ 58,068
Housing Inspections	4,486	\$ 157,625	4,351	\$ 153,610	4,248	\$ 147,550	4,143	\$ 159,647
Occupancy Permits	2,717	\$ 135,850	2,548	\$ 124,880	2,457	\$ 126,065	2,340	\$ 130,620
New Housing Starts	42		34		18		49	

## **Economic Development and Planning Division**

The Economic Development and Planning Division has two (2) primary focuses, both of which are designed to enhance the City’s opportunities and overall quality of life. They are the expansion or creation of additional and diverse economic bases and creating a pro-development posture via pro-active development controls with preservation and growth having equal importance. Specifically, the City Staff divides its efforts equally between the two major focuses.

Accomplishments in the past year include:

### **Happenings in Belleville 2019**

1. Belleville is listed as one of the “next hot spots for development” by the St. Louis Business Journal.
2. Belleville Memorial Hospital is ranked as fifth best hospital in St. Louis region by U.S. News & World Report.
3. City of Belleville issues 115 Commercial Occupancy Permits.
4. Meredith Home/Lofts on the Square project is approved for historic tax credits, allowing the project to move forward.
5. Margarita’s completes major façade improvements at 117 E. Main St.
6. Circa Boutique completes major façade improvements at 128 E. Main St.
7. Escape 618 escape room venue opens at 102 E. Main St.
8. Construction continues on Villas of Holly Brook assisted living and memory care center at Frank Scott Parkway & S. 11<sup>th</sup> St.

9. Hospice of Southern Illinois completes renovations at 305 S. Illinois St.
10. Yaekel & Associates Insurance Services completes expansion at 1915 W. Main St.
11. West Main Street streetscape improvements from 6<sup>th</sup> St. to 12<sup>th</sup> St. begin.
12. Rainstorm drive thru car wash opens in front of Sky View Drive-In on North Belt West.
13. Nester Realty completes renovations at 12 E. Main St.
14. Renovations begin on former Wal-Mart for Cube Smart climate controlled self-storage facility at Carlyle Plaza.
15. Lacrosse Dental announces new location at 3601 North Belt West.
16. Smoothie King announces new location and begins renovations at former Rally's in Carlyle Plaza.
17. Right at Home of Southwestern Illinois announces home health care facility at 5010 W. Main St.
18. Women World of Beauty announces salon and spa at 7306 Westfield Plaza.
19. Tygracon Properties begins renovations at 710-712 E. 'D' St.
20. Belleville Community Development Corporation completes renovation of single-family home at 319 S. 9<sup>th</sup> St.
21. Belleville East Laundromat completes façade improvements at 1008 Carlyle Ave.
22. Belleville Shoe Manufacturing Co./Belleville Boot is named as one of the largest defense contractors in the St. Louis area by the St. Louis Business Journal.
23. Developer Jason Buss redevelops Cedar Terrace apartment complex on W. 'C' St.
24. C & C Food For Your Soul restaurant opens at 1926 W. Main St.
25. Sugar Fix Bakery opens at 106 E. Main St.
26. Beast Craft BBQ is named #11 in "The 50 Best Spots for BBQ in America" by Big 7 Travel.
27. Mathis, Marifian & Richter, Ltd. Is named as one of the "Largest Law Firms in the St. Louis Metro Area" by the St. Louis Business Journal.
28. Belleville Mural Project kicks off with three murals in downtown.
29. Scott Credit Union relocates to 2020 North Belt East.
30. Down the Hall Homebrew opens at 122 E. Main St.
31. Top Nutrition & Performance opens at 110 Mascoutah Ave.
32. Schnucks relocates to former Shop 'N Save site on Carlyle Avenue.
33. Events at the U event space opens at 4715 W. Main St.
34. Friday's South demolishes derelict house to expand parking.
35. Tygracon Properties redevelops former Franklin Apartment in west Belleville.
36. Collector's Corner & I Had That relocate to 120 E. Main St.
37. Sugar High, LLC announces new café/bakery at 100 E. Main St.
38. Sip & Chew coffee shop opens at 124 W. Main St.

**RCDS Goals for 2020-21**

Increase public awareness of and accessibility to Residential and Commercial Development Services Department programs and resources; continued evaluation and strengthening of Departmental procedures and requirements; and finally, provision of excellent customer service to our citizens and those improving property within the City of Belleville. We are proud to serve our community and recognize that one of our chief priorities is to improve the quality of neighborhoods through enforcement of maintenance standards as well as pursue the demolition of sub-standard, vacant structures. To this effect, the City is scheduled to demolish 20 condemned structures in 2020. This is an increase over previous years, and we feel this shows our commitment to making Belleville a safe and attractive community.

<b>RCDS – BUILDING &amp; ZONING DIVISION EXPENDITURES</b>						
Account Description	RCDS- Building & Zoning					
	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2019/20	FY 2020/21
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-61	01-61	01-61	01-61	01-61	01-61
Total Personnel	762,595	690,407	728,486	650,393	665,000	693,250
Total Contract Services	124,075	114,929	75,211	35,754	70,945	131,550
Total Commodities	12,000	12,139	10,522	8,981	15,000	18,000
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	320	0	1,346	4,654	14,000	9,500
Total Other Expenditures	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>898,990</b>	<b>817,475</b>	<b>815,565</b>	<b>699,782</b>	<b>764,945</b>	<b>852,300</b>

<b>RCDS - ECONOMIC DEVELOPMENT &amp; PLANNING DIVISION EXPENDITURES</b>						
Account Description	RCDS - Econ. Dev & Planning					
	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2019/20	FY 2020/21
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-62	01-62	01-62	01-62	01-62	01-62
Total Personnel	243,485	237,347	263,953	277,668	280,000	287,810
Total Contract Services	11,388	6,304	16,237	9,005	28,460	48,890
Total Commodities	1,173	1,815	1,714	1,733	5,200	3,600
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	150	0	0	1,269	1,500	1,000
Total Other Expenditures	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>256,196</b>	<b>245,466</b>	<b>281,904</b>	<b>289,675</b>	<b>315,160</b>	<b>341,300</b>

# MAYOR'S OFFICE

Department Number: 01-82

Belleville operates under a Mayor-Council form of municipal government. The Mayor is the Chief Executive Officer of the City and performs all duties prescribed by law. The Mayor is elected to a four-year term, as are the City Clerk and City Treasurer. The Illinois Liquor Control Act commissions the Mayor as the local liquor control commissioner with the power to enforce all laws relating to the subject. In addition to these duties, the Mayor also appoints members to various boards within the City, as well as Department Heads, with the advice and consent of the City Council, except where specifically provided by ordinance. In addition to these duties, the Mayor also attends numerous community functions, represents the City with various civic organizations, and serves on several local boards.

The Mayor works with the members of the City Council to establish policies, procedures, and goals for Belleville. Goals for 2020/2021 include continued enhancement and enforcement of the housing ordinances, continued efforts to expand commercial and residential development in the City, the rehabilitation of our aging sewer system, extensive road repairs and development, an intensified effort to market our community, more beautification projects for the City, creating more efficient and responsive City departments, working towards an expedited business assistance program and the continued modernization of our record keeping capabilities, and the ongoing effort to promote public safety.

Belleville is a home rule municipality and may pass ordinances regulating the areas of building, zoning, sanitation, nuisance, civil disturbance, and all other matters of public health, safety, morale and welfare unless specifically restricted by state law or other provisions of the constitution. It may supplement state law as long as the ordinance does not try to reduce minimum standards or provide for a lesser penalty than state law imposes.

<b>MAYOR'S OFFICE EXPENDITURES</b>						
Account Description	Mayor's Office	Mayor's Office	Mayor's Office	Mayor's Office	Mayor's Office	Mayor's Office
	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2019/20	FY 2020/21
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-82	01-82	01-82	01-82	01-82	01-82
Total Personnel	196,051	189,014	212,715	219,995	220,400	232,200
Total Contract Services	4,486	4,827	4,723	3,605	7,050	6,500
Total Commodities	1,738	2,094	2,113	1,673	2,600	2,400
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	0	0	0	0	0	500
Total Other Expenditures	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>202,275</b>	<b>195,935</b>	<b>219,551</b>	<b>225,273</b>	<b>230,050</b>	<b>241,600</b>

## FINANCE DEPARTMENT

Department Number: 01-83

The Finance Department is responsible for the financial and accounting functions of the City. Principal functions include coordination of budget preparation and budget monitoring, preparation of the tax levy, working with the City’s auditors, maintenance of revenue and expenditure accounts, processing of all cash disbursements, dissemination of monthly financial reports, and payroll. The Finance Department is responsible for the issuance and recording of all purchase orders, receives all invoices, verifies receipt of goods or services Citywide, and processes all payments. The Director of Finance is also responsible for adherence to Federal and State regulations to ensure compliance with proper accounting regulations.

The Finance Department consists of three employees; a Finance Director, a Payroll Manager, and an Accounts Payable/Assistant Payroll Clerk. The Department processes approximately 7,000 accounts payable checks annually. The Finance Department works in conjunction with the Finance Committee and records all minutes of meetings. The Finance Department maintains a filing system that keeps two years of invoices maintained in the office. They also handle all payroll functions and issue approximately 10,000 payroll checks annually. The City has approximately 300 full time employees who are paid 26 times per year. The City’s payroll is over \$20,000,000 annually. This Department is responsible for the City’s participation in the Illinois Municipal Retirement Fund, and filing of all monthly, quarterly, and year-end tax reports, as well as issuance of W-2’s for all employees.

<b>FINANCE DEPARTMENT EXPENDITURES</b>						
Account Description	Finance Department					
	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2019/20	FY 2020/21
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-83	01-83	01-83	01-83	01-83	01-83
Total Personnel	240,920	260,576	277,492	213,384	254,160	208,400
Total Contract Services	1,910	1,479	1,609	1,095	2,100	3,100
Total Commodities	777	363	726	606	900	900
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	0	0	0	0	300	1,000
Total Other Expenditures	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>243,607</b>	<b>262,418</b>	<b>279,827</b>	<b>215,085</b>	<b>257,460</b>	<b>213,400</b>

# HUMAN RESOURCES/RISK MANAGEMENT DEPARTMENT

Department Number: 01-84

The Human Resources Department oversees processes related to personnel. These include:

- Job analysis and job description development/maintenance - works with City directors to ensure that job descriptions accurately reflect assigned duties.
- Hiring – advertises, processes and evaluates employment applications and may participate in the interview and selection process (for all positions except Police Officers and Firefighters). Oversees criminal background screening and drug testing requirements.
- Onboarding - provides, collects, and processes new hire paperwork and delivers new employee orientations.
- Record Management – develops and maintains records and files for all City positions, except Police Officers and Firefighters.
- Personnel Policies – develops and administers personnel and employment-related policies throughout the City.
- Training and Development – provides employee training to enhance skills and comply with legal requirements.
- Union Relations – interprets union contracts, assists with negotiations and grievances, and ensures compliance.
- Performance Management – assists with disciplinary issues, the development of employee skills, and business process improvement.
- Human Relations – facilitates processes and practices to improve interpersonal relationships within City departments and to citizens served.
- Legal compliance – Ensures legal compliance in City processes and serves as liaison to City attorney. Oversees ADA, EEO, Ethics, VESSA, OSHA and FMLA requirements and processes.
- Risk Management – minimizes loss from exposure to property, liability, and personnel risks to include workers’ compensation and unemployment claims. Serves as liaison between the City and the insurance providers to expedite all claims.
- Community Development - encourages, supports, and provides City resources to Belleville Neighborhood Partnerships, and assists with Community Development Network meetings to promote a safer community.
- Fleet Management – oversees processes for proper fleet management to include licensing, insurance, liability claims, and license requirements.
- Offboarding - assists employees with processes for separating from employment/retirement.

<b>HUMAN RESOURCES EXPENDITURES</b>						
Account Description	Human Resources FY 2016/17 Actual	Human Resources FY 2017/18 Actual	Human Resources FY 2018/19 Actual	Human Resources FY 2019/20 Actual	Human Resources FY 2019/20 Budgeted	Human Resources FY 2020/21 Requested
Department Number	01-84	01-84	01-84	01-84	01-84	01-84
Total Personnel	158,686	149,931	152,446	122,064	153,900	127,150
Total Contract Services	26,442	10,947	12,359	14,088	16,400	16,500
Total Commodities	437	403	97	361	400	400
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	0	0	0	0	0	0
Total Other Expenditures	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>185,565</b>	<b>161,281</b>	<b>164,902</b>	<b>136,513</b>	<b>170,700</b>	<b>144,050</b>

# CLERK'S OFFICE

Department Number: 01-85

The Municipal Clerk along with the Tax Collector is the oldest of public servants. The clerk is the direct link between the citizens and their government. The Municipal Clerk attends at least 24 meetings annually of the City Council and keeps a full journal of its proceedings. The Clerk is responsible for filing all city records. The Clerk is accountable for the issuance and record keeping of over 500 city business licenses, 1,600 fire inspections, several city leases and yard sale permits.

The Municipal Clerk is the custodian of the municipal seal. Since certified copies of municipal documents are evidence in the court of law, one of the clerk's duties is to prepare copies of documents in their custody and certify as to their correctness. The Freedom of Information Act, the Open Meetings Act, the Americans with Disabilities Act, the Right to Privacy Act, the Truth in Taxation Act are all adhered to strictly by the Municipal Clerk for the municipality. The Clerk is also the Freedom of Information Officer for the City of Belleville.

Another important function of the Clerk's Office is managing the city's health insurance program.

You can visit our website at [www.belleville.net](http://www.belleville.net) to view the latest City Council Meeting agendas and minutes. Other documents are also available along with the revised Code of Ordinances. The Illinois State Archives has microfilmed 24 volumes of city council minutes from 1846-1951, Belleville City Ordinances from October 1877-June 1927, Belleville Township Minutes 1935-1971, Motor Fuel Tax Meeting Minutes 1938-1979, Burial records 1878-1888, Death Records 1888-1923, Justice of the Peace Dockets 1901-1925, and Belleville Board of Local Improvements Minutes 1897-1932. All records are available at the Library.

The Clerk's Office streamlined the event process in the City prior to Council approval. New event guidelines, applications and processes are now in place to assist City Staff and event organizers in planning a successful event. All event information can be found at [www.belleville.net](http://www.belleville.net). Additionally, the Clerk's Office assists the Aldermen and the Ordinance & Legal Review Committee with agendas, minutes and ordinance adoption process. The Clerk's Office continues to update and improve the information available on the City's website.

<b>CITY CLERK'S OFFICE EXPENDITURES</b>						
Account Description	City Clerk's Office					
	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2019/20	FY 2020/21
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-85	01-85	01-85	01-85	01-85	01-85
Total Personnel	237,636	223,173	233,351	238,813	244,200	248,050
Total Contract Services	19,530	17,169	20,486	11,620	21,215	19,103
Total Commodities	1,434	925	709	633	800	700
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	14,758	0	500	0	600	600
Total Other Expenditures	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>273,358</b>	<b>241,267</b>	<b>255,046</b>	<b>251,066</b>	<b>266,815</b>	<b>268,453</b>

# TREASURER'S OFFICE

Department Number: 01-86

The Treasurer is elected for a four-year term along with the Mayor and the City Clerk. He is the custodian of all City Funds. The office is responsible for two different departments: the Treasurer's Office, and the Sewer Billing and Collection Department.

The Treasurer's Office receives all monies belonging to the City of Belleville, pays all warrants signed by the Mayor and countersigned by the City Clerk and keeps a separate account of each fund or appropriation. All monies received by the Treasurer's Office are deposited within 48 hours as part of a checks and balances policy. All bank reconciliations are done in the Treasurer's Office, while all checks are produced in the Finance Department. The City of Belleville expects to receive approximately \$107,000,000 in revenues in the 2020-2021 fiscal year.

After the annual audit is completed by no later than six months from the start of the fiscal year (May 1), or by October 31, the annual Treasurer's Report is generated in the Treasurer's Office, published in the local newspaper, and filed with the County Clerk.

The Police and Firemen's Pension Funds are also under control of the Treasurer. By state statute the City Treasurer is the custodian of both the Police and Fire Pension Funds. These funds have a combined total of approximately \$64.4 million, most of which is invested through money managers.

<b>CITY TREASURER'S OFFICE EXPENDITURES</b>						
Account Description	Treasurer's Office	Treasurer's Office	Treasurer's Office	Treasurer's Office	Treasurer's Office	Treasurer's Office
	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2019/20	FY 2020/21
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-86	01-86	01-86	01-86	01-86	01-86
<b>Total Personnel</b>	142,998	143,299	136,329	128,219	149,190	156,040
<b>Total Contract Services</b>	5,788	6,922	6,409	6,194	9,282	8,952
<b>Total Commodities</b>	2,112	1,000	1,261	1,230	1,500	1,000
<b>Total Debt Service</b>	0	0	0	0	0	0
<b>Total Capital Outlay</b>	359	0	0	0	0	800
<b>Total Other Expenditures</b>	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>151,257</b>	<b>151,221</b>	<b>143,999</b>	<b>135,643</b>	<b>159,972</b>	<b>166,792</b>

# MAINTENANCE DEPARTMENT

Department Number: 01-87

The City's Maintenance Department provides a variety of services to City owned property. Buildings are constantly being updated, making them more energy efficient and saving the City money. A staff of seven personnel takes care of approximately twenty-four buildings, the beautiful Veterans Memorial Fountain, and the Gateway Fountain on North Illinois Street.

The Maintenance Department performs duties such as plumbing, electrical, painting, repairs, roofing, heating, cooling, moving and placement of offices, computers, and telephone lines. We also assist other departments in emergency problems like power outages, accidents, heavy item pick up, and many other recycling activities.

<b>MAINTENANCE DEPARTMENT EXPENDITURES</b>						
Account Description	Maintenance Department	Maintenance Department	Maintenance Department	Maintenance Department	Maintenance Department	Maintenance Department
	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2019/20	FY 2020/21
	Actual	Actual	Actual	Actual	Requested	Requested
Department Number	01-87	01-87	01-87	01-87	01-87	01-87
Total Personnel	544,373	527,954	516,764	550,546	556,500	597,400
Total Contract Services	128,857	85,037	106,430	127,043	165,905	156,540
Total Commodities	25,075	24,721	23,760	30,752	31,400	28,400
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	513	801	679	429	1,250	1,250
Total Other Expenditures	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>698,818</b>	<b>638,513</b>	<b>647,633</b>	<b>708,770</b>	<b>755,055</b>	<b>783,590</b>

# ENGINEERING DEPARTMENT

Department Number: 01-88

The Engineering Department is responsible for the planning, design, construction and long term maintenance of all roadways and bridges in the City of Belleville. The Engineering Department is responsible for administering the City's Capital Improvement Program. This consists of preliminary investigations of known and purported problems, assessment of alternatives to resolve the problem, coordination of project design and finally, management of the project construction. The Department also acts as an internal consultant to advise and assist the other departments of the City in engineering related problems, which they may become involved.

The department is presently made up of two individuals. The City Engineer, a licensed engineer under the laws of the State of Illinois, and a secretary who handles the administrative duties of the department. A Construction Project Manager is slated to be added at some point in FY20/21 also. At some times in the year there might also be two seasonal college interns who work to handle construction inspections.

The department is responsible for millions of dollars in capital improvements. Some key projects for FY 2020/21 include; 2020 Ditching, Infrastructure, Asphalt, Sidewalks, Pavement Markings, Traffic Signals and Concrete Patch, the 6th - 12th Streetscape project, Raab Avenue, Centreville Avenue, and miscellaneous Parking Lots repairs.

<b>ENGINEERING DEPARTMENT EXPENDITURES</b>						
Account Description	Engineering Department	Engineering Department	Engineering Department	Engineering Department	Engineering Department	Engineering Department
	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2019/20	FY 2020/21
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-88	01-88	01-88	01-88	01-88	01-88
Total Personnel	225,439	202,822	201,517	155,469	247,600	243,950
Total Contract Services	21,024	45,732	44,781	16,573	30,700	30,300
Total Commodities	4,206	3,941	3,463	2,374	7,000	5,500
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	25,935	77	1,989	35,109	36,100	2,000
Total Other Expenditures	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>276,604</b>	<b>252,572</b>	<b>251,750</b>	<b>209,525</b>	<b>321,400</b>	<b>281,750</b>

# PUBLIC LIBRARY

## Fund 04

The City of Belleville is home to a historic Illinois Carnegie public library guided by Director Leander Spearman. Under his leadership, the main and satellite facilities have been structurally enhanced, maintained and upgraded to insure the safety and comfort of patrons, staff and community members. The library and its satellite have been upgraded technologically to assure today's youth and adult population the most modern tools available to enhance education, career and social opportunities. A redesigned interior space accommodates ever growing electronic reading and research needs with high-speed internet connection. New computers, public fax service and a media lab housing a 3-D printer are available. Job seekers are served by providing internet access to job search programs. Also the library provides telescopes and wireless internet "Hot Spot" technology that patrons may borrow for private use.

Space is efficiently rearranged to accommodate a quarter million books, audiobooks, CDs, DVDs and computerized databases. The re-designed children's section has a direct entrance to encourage young reader's use of the library's exceptional summer reading program, a hallmark of the Belleville community. Space was created especially for teen readers to encourage and promote their use of the library. Community outreach programs are constantly being enhanced to capture the interest and enjoyment of youth and adult patrons.

The improved library is an educational and cultural hub of the City. Overseen by a nine-member Board of Trustees appointed by the Mayor, it provides a forum for public speaking events, public meetings, genealogical and historic research and a variety of free programs for adult enrichment. In 2018 the library also started processing applications for U.S. Passports. Belleville Public Library is also now a Fine Free Library. An administrative assistant and twenty-nine staff members assist the Library Director to maintain the daily operation of the library.

The main Belleville Public Library is located at 121 East Washington Street. The West Branch is located at 3414 West Main Street. Both are fully accessible to the Belleville community who either "stop in" or choose to access services via the internet.

<b>LIBRARY – FUND 04 - REVENUE</b>						
Account Description	FY 2016/17 Actual	FY 2017/18 Actual	FY 2018/19 Actual	FY 2019/20 Actual	FY 2019/20 Budgeted	FY 2020/21 Estimated
Total Taxes	1,235,730	1,278,770	1,273,016	1,282,880	1,290,000	1,290,000
Total Licenses	0	0	0	0	0	0
Total Permits	0	0	0	0	0	0
Total Intergovernmental	109,427	87,985	110,968	131,802	110,000	131,700
Total Fines	39,153	43,033	45,347	36,046	44,900	39,800
Total Charges for Services	1,201	2,981	15,819	23,351	11,000	23,000
Total Enterprise Services	101,262	60,823	61,791	104,398	68,000	259,500
Total Other Sources	0	0	0	0	0	0
<b>Total Revenues</b>	<b>1,486,773</b>	<b>1,473,592</b>	<b>1,506,941</b>	<b>1,578,477</b>	<b>1,523,900</b>	<b>1,744,000</b>

<b>LIBRARY – FUND 04 - EXPENDITURES</b>						
Account Description	FY 2016/17 Actual	FY 2017/18 Actual	FY 2018/19 Actual	FY 2019/20 Actual	FY 2019/20 Budgeted	FY 2020/21 Requested
Total Personnel	1,074,840	1,056,535	1,026,872	1,154,011	1,174,800	1,257,900
Total Contract Services	206,765	197,042	235,025	241,907	244,615	220,900
Total Commodities	19,656	29,046	24,192	21,341	22,735	25,000
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	87,263	105,218	180,681	173,102	173,400	163,000
Total Other Expenditures	7,315	3,842	2,905	2,361	3,000	3,000
<b>Total Expenses</b>	<b>1,395,839</b>	<b>1,391,683</b>	<b>1,469,675</b>	<b>1,592,722</b>	<b>1,618,550</b>	<b>1,669,800</b>

## **SEWER OPERATION & MAINTENANCE**

### Fund 21

The Sewer Operation and Maintenance Fund is divided into three departments; Collections, Sewer Lines and Sewer Plant. The City provides sewer services to a great majority of its residents and certain surrounding communities as well. All revenues generated from sewer charges are deposited in this fund. Transfers are made to fund the Bond Issues and IEPA Loans. The balance is used for the operations of the plant, lines and administrative departments. All capital improvements are budgeted through the Sewer Construction Fund.

The fourth phase of the city's Long Term Control Plan, as required by the Environmental Protection Agency, is nearly complete. Phase 5 of the LTCP has been designed and will be bid this year. Other EPA mandated projects, totaling approximately \$10,000,000 are also in varying stages of design and will be funded by a federal 75%-25% grant this year.

### **SEWER COLLECTIONS**

#### Department 21-75

The Sewer and Trash Billing Department generates all sewer and trash bills for the City of Belleville, and it receives and deposits the monies collected. The combined Billing and Collections Department has four full-time employees. The City bills customers monthly, and bills for most rental property are in the names of the property owners. The department generates approximately 221,000 bills per year for sewer and trash customers. Customers who are significantly delinquent in paying their accounts may be placed on level-pay billing. These customers are required to pay current charges each month plus a predetermined amount toward retiring their debt. In its proactive policy for debt collection, the City has an agreement with the Illinois American Water Company whereby the water company, at the City's request, will shut off water service to sewer-trash customers who do not pay their bills. Liens are placed on the property of the most recalcitrant debtors. These actions and the threat of the actions have greatly increased the City's ability to secure payment for service.

Sewer bills are based on the amount of water consumption. For the 2020/21 fiscal year, sewer billings are expected to be approximately \$10,250,000 and billings for trash pickup is to be approximately \$3,500,000. The money collected for trash services is transferred to the General Fund each month. The General Fund pays all bills for the Sanitation Department such as salaries and landfill fees.

Payment may be made by cash, check, money order, credit card, and automatic withdrawal. The City continues to strive both for improved collection and for efficiency and accuracy in processing payments. The goal is excellent customer service.

## **SEWER LINES**

Department 21-77

The Sewer Lines department is staffed with 8 employees that operate and maintain 300 miles of sewer lines owned by the City. This department is responsible for repairing and replacing any sewer line that might collapse or tearing out old lines and replacing them with newer PVC (polyvinyl chloride) lines. This department owns and operates video inspection equipment to inspect and assist cleaning sewer lines, a vactor truck for flushing and clearing sewer line clogs and a rodder truck for root cutting in areas where sewer lines are susceptible to root intrusion. This department is also responsible for J.U.L.I.E. locates, which is the location and marking of any City owned sewer lines due to construction projects or emergencies.

Because this system is a combined sewer system, during heavy rains most of the Sewer Lines Department, including management, are answering calls dealing with basement back-ups and flooding.

Major storm water and sanitary sewer separation projects have solved some severe flooding problems. However, much more still needs to be done to separate this combined sewer system. The City has eliminated many back-up problems in the East Creek sewer shed with the completion of a surge storage tank and pump station project. Engineering is being completed for several more I & I projects in this area, and various construction projects should begin soon.

A concentrated effort will be placed on removing as much storm water and infiltration from this collection system as possible. Therefore, this department will conduct more smoke testing of problem areas that will lead to the disconnection of roof drains, foundation sump pumps and catch basins that are connected to the sanitary sewer system. Removing rain water, ground water and any other unpolluted water from the sewer system will reduce pumping and treatment costs.

The Sewer Lines department continues to take a proactive approach to sewer line cleaning by continuing our sewer line collection system cleaning program. This proactive approach will reduce back-up calls and keep the City compliant with our NPDES permit. The IEPA has approved our Long Term Control Plan (LTCP) mandating elimination of combined sewer overflows. Construction of the first, second, and third phases are complete, and construction of the fourth phase will be completed soon. Design of the fifth phase is nearly complete.

## **SEWER PLANT**

Department Number 21-78

The City owns and operates a treatment plant that is permitted to treat and discharge 12.4 million gallons per day and excess flow capacity of 27 million gallons per day. The treatment plant operates 24 hours, 365 days per year and has at least one operator on duty at all times. This department operates and maintains 52 satellite stations that pump sewage from different parts of the City into approximately 300 miles of sewer lines. Some parts of the sewer collection system are combined sewers that carry both sanitary sewage and storm water. The original wastewater treatment plant was built during the 1930's and went into operation in 1939. Most of the original buildings are still used and some of the original equipment that operated 76 years ago is still operating today. Completed improvements to the plant include a 4.4 million gallon per day (MGD) plant expansion, digester upgrade, tertiary filter upgrade, various electrical upgrades and construction of a large combined sewage pump station. Other improvements were made to the head works, concrete structures and electrical control equipment. This publicly owned treatment works, referred to in federal regulations as a POTW, is closely scrutinized by the Environmental Protection Agency. Any violation of the compliance requirements can cost the city \$10,000 per day per violation.

The Pre-treatment program, as mandated by the Federal Consent Decree of 1988, is responsible for sampling, inspecting and enforcing all rules and regulations that pertain to all Significant Industrial Users of the City's sewer system. The Combined Sewer Overflow Program requires sampling and inspecting 13 permitted outfalls throughout the community within 24 hours of each rainfall. The City's EPA mandated Long Term Control Plan (LTCP) is under construction. Phase three of the LTCP is complete and includes a large pump station and sewer piping to remove four permitted combined sewer overflows (CSO's). Phase 4 is complete and has remove another CSO.

Goals for the 2020/2021 fiscal year include continued upgrades at the treatment plant, and start of construction on Phase 5 of the LTCP. Phase 5 adds ultra violet (UV) light disinfection for storm water management basin discharges.

<b>SEWER OPERATION &amp; MAINTENANCE FUND 21 - REVENUE</b>						
<b>Account Description</b>	<b>FY 2016/17 Actual</b>	<b>FY 2017/18 Actual</b>	<b>FY 2018/19 Actual</b>	<b>FY 2019/20 Actual</b>	<b>FY 2019/20 Budgeted</b>	<b>FY 2020/21 Estimated</b>
Total Taxes	0	0	0	0	0	0
Total Licenses	0	0	0	0	0	0
Total Permits	0	0	0	0	0	0
Total Intergovernmental	0	0	0	0	0	0
Total Fines	0	0	0	0	0	0
Total Charges for Services	8,037,333	8,500,312	9,176,416	9,432,710	9,542,000	10,254,000
Total Enterprise Services	212,758	263,285	236,930	245,425	255,000	259,000
Total Other Sources	0	0	0	0	500	500
<b>Total Revenues</b>	<b>8,250,091</b>	<b>8,763,597</b>	<b>9,413,346</b>	<b>9,678,135</b>	<b>9,797,500</b>	<b>10,513,500</b>

<b>SEWER OPERATION &amp; MAINTENANCE FUND 21 - EXPENDITURES</b>						
<b>Account Description</b>	<b>FY 2016/17 Actual</b>	<b>FY 2017/18 Actual</b>	<b>FY 2018/19 Actual</b>	<b>FY 2019/20 Actual</b>	<b>FY 2019/20 Budgeted</b>	<b>FY 2020/21 Requested</b>
Total Personnel	2,633,362	2,528,594	2,592,778	2,573,714	2,645,650	2,760,510
Total Contract Services	1,954,864	1,943,589	2,094,553	2,122,793	2,196,600	2,353,430
Total Commodities	304,707	300,450	315,436	237,817	357,700	317,200
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	107,414	77,554	71,290	72,018	87,000	103,000
Total Other Expenditures	4,365,063	3,623,557	4,449,734	4,469,163	4,481,312	4,925,339
<b>Total Expenses</b>	<b>9,365,410</b>	<b>8,473,744</b>	<b>9,523,791</b>	<b>9,475,505</b>	<b>9,768,262</b>	<b>10,459,479</b>

## TIF 3 FUND

### Fund 38

The Tax Increment Financing (TIF) 3 Fund, a special revenue fund, was established in 1986. The District encompasses a large portion of the entire corporate limits of Belleville. The purpose of the TIF was to provide funding support for several commercial projects including the Westfield Plaza development located along 74<sup>th</sup> Street and Old St. Louis Road. Numerous projects located in the Belle Valley Industrial Park (Phase I and Phase II), on Illinois Rt. 177/Mascoutah Avenue, have taken advantage of TIF 3 incentives. The construction of the Richland Creek Office Complex on West Main Street was also assisted through this TIF. In addition, the City has intergovernmental agreements with several of the school districts having properties within the TIF whereas the City rebates the various districts for the loss of property taxes based on a formula of the base year assessment (when the TIF was formed) compared to their tax levy and the current tax base for the entire TIF. The City renegotiated these agreements so that additional funds could be made available for infrastructure improvements. Several other projects have received assistance from TIF 3 such as Carlyle Plaza, the 170,000 square foot Magna (Regions) Operations Center at Route 15 and South 74<sup>th</sup> Street, and Belle Valley Industrial Park (Phase I and Phase II).

There are certain eligible costs that can be paid for with TIF monies. These costs include infrastructure, acquisition and demolition of property, public infrastructure engineering fees, and others as outlined by State law.

TIF 3 funds have been used to assist in the expansion of the wastewater treatment plant, numerous public improvements and several commercial projects.

<b>TIF 3 – FUND 38 - REVENUE</b>						
Account Description	FY 2016/17 Actual	FY 2017/18 Actual	FY 2018/19 Actual	FY 2019/20 Actual	FY 2019/20 Budgeted	FY 2020/21 Estimated
Total Taxes	11,081,101	12,329,014	12,544,295	12,473,688	12,850,000	12,700,000
Total Licenses	0	0	0	0	0	0
Total Permits	0	0	0	0	0	0
Total Intergovernmental	9,170	424,975	17,422	20,733	0	125,000
Total Fines	0	0	0	0	0	0
Total Charges for Services	0	0	0	0	0	0
Total Enterprise Services	178,648	200,907	118,771	151,595	102,000	117,000
Total Other Sources	0	0	0	35,000	16,000	121,000
<b>Total Revenues</b>	<b>11,268,919</b>	<b>12,954,896</b>	<b>12,680,488</b>	<b>12,681,016</b>	<b>12,968,000</b>	<b>13,063,000</b>

<b>TIF 3 – FUND 38 - EXPENDITURES</b>						
Account Description	FY 2016/17 Actual	FY 2017/18 Actual	FY 2018/19 Actual	FY 2019/20 Actual	FY 2019/20 Budgeted	FY 2020/21 Requested
Total Personnel	0	0	0	0	0	0
Total Contract Services	5,281,771	5,105,271	5,535,838	5,198,531	6,247,500	5,749,900
Total Commodities	0	0	0	0	0	0
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	3,458,215	3,715,808	3,177,169	3,153,521	4,969,292	5,578,300
Total Other Expenditures	3,637,205	3,386,808	3,514,903	3,463,503	3,463,504	3,464,779
<b>Total Expenses</b>	<b>12,377,191</b>	<b>12,207,887</b>	<b>12,227,910</b>	<b>11,815,555</b>	<b>14,680,296</b>	<b>14,792,979</b>

**BUDGETED REVENUE AND EXPENSE ALL OTHER FUNDS 2020/21**

<b>NAME OF FUND</b>	<b>REVENUE</b>	<b>EXPENDITURES</b>
Parks Projects Fund	27,075	25,000
Insurance Fund	450,100	450,717
Library-Gift Endowment	400	400
Playground & Recreation Fund	1,124,478	1,115,045
Fire Pension Fund	4,203,000	3,955,000
Police Pension Fund	4,221,000	4,848,500
Capital Projects Fund	575,050	584,985
TIF 8 Fund	198,300	338,000
TIF 9 Fund	93,700	152,000
TIF 10 Fund	1,321,000	1,562,000
TIF 11 Fund	41,400	127,000
TIF 12 Fund	179,000	312,000
TIF 13 Fund	33,000	127,000
TIF 14 Fund	160,600	346,410
TIF 15 Fund	3,670,500	3,676,000
TIF 16 Fund	718,397	664,000
TIF 17 Fund	60,225	101,500
TIF 18 Fund	64,000	308,000
TIF 19 Fund	2,703,200	2,700,000
TIF 20 Fund	116,300	82,000
TIF 21 Fund	7,700	14,000
TIF 22 Fund	100,200	179,125
Route 15 North Business District Fund	30,250	107,950
Special Service Area Reserve	2,200	0
Special Service Area I & S Fund	104,442	102,593
2011 TIF Bonds I & S Fund	257,300	254,301
2014 PD Project Debt Service Fund	690,050	685,650
2015 PD Project Debt Service Fund	591,838	583,963
Retirement Fund	1,479,500	1,485,000
General & Community Assistance Fund	368,550	366,700
Motor Fuel Tax Fund	1,943,000	2,343,200
Fountain Fund	4,530	4,700
Tort Liability Fund	858,500	900,000
Walnut Hill Future Care Fund	6,000	28,860
Sewer Repair & Replacement	193,602	150,000
Sewer Construction	11,073,700	10,361,975
Sewer Bond & Interest	13,689,912	13,674,021
Special Service Area	38,100	39,350
Working Cash Fund	6,400	0
Belleville Illinois Tourism	60,050	70,500
2011 Bond Fund	1,201,000	1,053,005
Police Trust Fund	5,075	5,000
Narcotics Fund	118,950	117,000
Local Law Enforcement Grant Fund	20,050	20,000
	<hr/>	<hr/>
	52,811,624	54,022,450

## **PARKS PROJECTS FUND**

### **Fund 02**

This special revenue fund was created to collect donations and proceeds from various fundraising events for park projects. Many donations received in this fund are given for a memorial tree or park bench to be placed in one of our parks in memory of a departed loved one.

This fund also allows the flexibility to accumulate small donations for the future purchase of a large item or project that takes a couple of years to collect the amount needed. In addition to the flexibility, this fund also allows individuals with a special interest to donate assuring that their donation will go to the specified project, such as; Sculptures in our Park System and along the Richland Creek Greenway, the Whitey Herzog Field, the Dog Park in Rotary Park, Tour de Belleville and others.

This fund is an excellent means of accepting donations from the business and public sector for support in community based projects and programs.

## **INSURANCE FUND**

### **Fund 03**

The Insurance Fund was established in FY 2007/08. It was created when the City decided to become partially self-insured. The premiums that the City would normally pay the insurance company are deposited in this fund. The insurance network/administrator we use, Blue Cross Blue Shield of Illinois, then bills us for fixed costs and claims. Any unused funds will be allowed to accrue. The City decided to return to being fully insured beginning May 1, 2020. This fund will continue to pay all claims from the final year of being self-insured until all claims are closed out. At that point this fund will be closed.

## **FIREMEN'S PENSION**

### **Fund 05**

The City of Belleville levies a tax, as calculated by the State of Illinois, for pensions for firemen. For fiscal year 2020/21, the City will contribute approximately \$3,745,000 to the Belleville Fire Pension Fund. This will be achieved by using the tax levy and the replacement tax. By combining these two sources of revenue, the City's contribution to the pension fund will be more than the amount actuarially determined by the State to meet Section 4-118 of the Illinois Pension Code. The 63 firefighters participating in the fund will contribute about \$450,000. Belleville has 72 retirees drawing pensions, and this expense is expected to be about \$3,919,000 for the 2020/2021 year.

The fund is governed by a five-member board, which meets monthly. The money manager for the board is PNC. PNC had control of the total assets of the fund. On April 30, 2020 the fund's cash and investments totaled \$26,951,298.

## **PLAYGROUND & RECREATION FUND**

### **Fund 07**

On April 3, 1945, the Belleville Parks and Recreation Department began a proud tradition on community service. It was created to provide the residents of Belleville with wholesome recreational opportunities regardless of race, creed, sex, and age or physical capabilities.

This department serves the City's population of 45,000 residents with approximately one hundred various programs throughout the year for age groups ranging from toddlers to senior citizens. The Recreation Department is constantly offering new programs and expanding on existing programs to meet the community's interest. Visit the Parks & Recreation Department on our webpage: [www.belleville.net](http://www.belleville.net) and Facebook: Belleville Parks and Recreation. Learn all about the Parks amenities, activities, schedules, volunteering or use our "Online Reservation" to register for programs and facilities.

The Recreation Department is funded by both taxation and user fees. The essence of the Department's mission is to provide wholesome recreational resources in a fiscally responsible manner, without compromising the health and safety of staff members and park visitors or the beauty of the environment. We are committed to continuing the cooperative working relationships established in the community, especially the usage of the school facilities to provide the residents of Belleville with indoor athletic and leisure programs. After all, it is the community as a whole that we are here to serve, while making Belleville a better place to live or work. While the Recreation staff is quite small in the number of employees, their efforts and results stand the test of "We do the Work so you can Play."

## **POLICE PENSION FUND**

### **Fund 08**

The City of Belleville levies a tax, as calculated by the State of Illinois, for police officers' pensions. For Fiscal Year 2020/21, the City will contribute approximately \$3,680,000 to the Police Pension Fund. This will be achieved by using the tax levy and the replacement tax. By combining these two sources of revenue, the City's contribution to the pension fund will be more than the amount actuarially determined by the State to meet Section 3-125 of the Illinois Pension Code. This fund presently has 78 participants which will generate approximately \$536,000 in employee contributions. There are 85 retirees who will draw about \$4,758,500 during fiscal year 2020/2021.

The pension fund is governed by a five-member board, which meets monthly. The fund utilizes the services of Zemenick & Walker, Inc as its investment manager. The value of the cash and investments of the fund on April 30, 2020 was \$37,474,849.

## **RETIREMENT FUND**

### **Fund 11**

In 2019/20, the City levied \$730,000 for payment towards non-sworn employees' pensions in the 2020/21 fiscal year, and \$669,000 towards their Social Security. All IMRF (Illinois Municipal Retirement Fund) and Social Security payments for employees paid from the General Fund are made from this fund. The monies needed for IMRF and Social Security pension payments from the Library, Sewer Fund, General & Community Assistance, and Playground & Recreation are paid directly from the individual funds.

## **GENERAL & COMMUNITY ASSISTANCE FUND**

### Fund 12

Belleville Township was dissolved in May 2017. The City of Belleville assumed all services and responsibilities that had previously been handled by the Township. The main service provided is general assistance to Belleville citizens in need, and community organizations that serve them.

## **MOTOR FUEL TAX FUND**

### Fund 13

The Motor Fuel Tax Fund (MFT) is financed through an Illinois state-wide tax on the sale of petroleum products. The City of Belleville receives a per capita share of these taxes. The City currently receives approximately \$1.9 million per year from this revenue source.

The use of the motor fuel funds is restricted to specific types of projects as allowed by State of Illinois law. Expenditure of MFT funds can be broken down as follows: Pavement Markings (1%), Maintenance Traffic Signals (4%), Sidewalk Replacement (6%), Asphalt Patches (8%), Concrete Street Patch (6%), Ditching (3%), Street Department Labor (13%), Infrastructure Repair (8%), Maintenance Materials (28%), Streets (2%), Crack Sealing (1%), and Engineering (20%).

Maintenance Materials include the purchases of ice control materials, asphalt patch materials, gravel of various gradations, storm water culverts, and other road maintenance materials.

## **FOUNTAIN FUND**

### Fund 14

A committee of local business, labor, and civic men and women has been formed with the mission: "To provide a trust fund that perpetuates the Veteran's Memorial Fountain in Downtown Belleville that will maintain the highest quality standard for the entire area to admire."

The Veteran's Memorial Fountain was originally built in 1937, as a memorial to American servicemen. In 1985, a renovation committee was formed to raise funds for much needed repairs. Re-dedication of the renovated fountain occurred on May 3, 1986. Funds secured by the renovation committee in 1985 were then depleted and the City of Belleville then began absorbing current expenses.

On November 11, 1998 the Veteran's Memorial Monument was dedicated capping off a very successful campaign drive raising money for the upkeep of the Memorial Fountain for years to come. 1,560 Veteran's names were engraved in granite around an American flag on the southeast quadrant of the public square. The Veteran's Memorial Trust Fund Committee surpassed their goal by raising \$177,000. It cost approximately \$47,000 to erect the monument. The investment income from the remainder of the trust fund will be used to cover ongoing electrical and water expenses as well as repairs and renovations for the Fountain.

The Fountain has been completely sand blasted, sealed and painted on the outside. The inside has been completely renovated. Thanks to the Parks Department and Maintenance Department for all of their hard work maintaining the Fountain.

## **TORT LIABILITY FUND**

### Fund 15

The Tort Liability Fund was established in FY 2003/04. It was created primarily due to large increases in the cost of liability and workmen's compensation insurance. The City opted for a plan that has a higher deductible in order to reduce the premiums. This fund also receives approximately \$700,000 in property tax revenue. These monies will be used for the higher deductibles. Any funds remaining will be rolled over into next year. If the City can reduce claims, the monies accumulating in this fund, will be used to become completely self-insured over time.

## **WALNUT HILL FUTURE CARE FUND**

### Fund 18

Walnut Hill Cemetery has a volunteer board that oversees the investments from monies received for endowed care. When a grave is sold, 15% of the cost is put into endowed care. Those monies are transferred annually to the Walnut Hill Future Care Fund and invested. The interest from these investments is used for equipment or specific projects within the Cemetery. This year the Future Care monies will be used to purchase and install niches.

## **SEWER REPAIR & REPLACEMENT FUND**

### Fund 22

This fund holds revenue transferred annually from the Sewer Operation & Maintenance Fund for the purpose of replacing equipment such as pumps and electrical controls during the year. This is required by the IEPA on any equipment or structure purchased with state revolving loan money. The amount transferred is based on the inventory of replaceable equipment at the sewer plant. The funds are set aside and used when unforeseen repairs are needed to replaceable equipment. Funds budgeted for this year will go towards control panel upgrades and pump replacement.

## **SEWER CONSTRUCTION FUND**

### Fund 24

This project fund is used to pay for all major sewer projects. These projects include major unexpected sewer line repairs, sewer capacity studies, sewer extensions to promote city growth and all phases of the EPA mandated Long Term Control Plan (LTCP). Construction of the fourth phase LTCP started in April 2018 and should be completed this year. The fifth phase of the LTCP, storm water management basin discharge UV disinfection, is currently in the design phase. Approximately \$90 million of the estimated \$110 million for the LTCP has been completed.

Goals other than the LTCP projects for the 2020/2021 fiscal year include treatment plant upgrades and many improvements to the City's collection system.

## **SEWER BOND & INTEREST FUND**

### **Fund 25**

This bond fund makes annual payments on eight low-interest IEPA loans received from the State of Illinois for a total of \$4,799,694. This debt service fund receives its funds via the Sewer Operation & Maintenance Fund from the collections of sewer bills, and the Sewer Construction Fund (for the IEPA loan related to the LTCP) from the money transferred into that fund from TIF each year to help pay for the project while keeping residents' sewer rates down. The 2009 GO Refunding Bonds mature in 2028.

## **SPECIAL SERVICE AREA FUND**

### **Fund 30**

This special revenue fund receives revenue from a special taxing district that runs approximately 6 blocks both north and south of the fountain on Main Street. It was originally set up for the purpose of issuing bonds for the purpose of beautification and maintenance of the downtown area. Planters were built, benches installed and trees were planted as part of the project. The bonds were retired in 1998 and the businesses in this special district have opted to continue the tax to cover the cost of maintenance of the area planters, trees and lighting.

## **WORKING CASH FUND**

### **Fund 31**

This fund represents the City of Belleville's reserve fund. It is to be kept at a minimum of \$400,000. Should the General Fund need to borrow funds which would reduce the balance below \$400,000, it must be voted on by the City Council. The Fund now is valued at \$391,901. These funds could be used in case of an emergency.

## **LIBRARY GIFT ENDOWMENT**

### **Fund 32**

The Library Gift Endowment Fund was created from public donations to be used by the library. Earnings from this account are used to purchase books, equipment and furnishings to enhance the library collection and patron areas as specified by donors. A portion of interest earned is used to purchase photography, local history and music related materials for the library. This fund is maintained separately from budgeted operating funds.

## **CAPITAL PROJECTS FUND**

### **Fund 43**

This capital project fund was used to pay for capital projects throughout the City. This fund has been depleted in prior years but the City deposited proceeds from a \$14,450,000 bond issue as well as revenue from grants and some TIF funds during FY 2005/06 to be used for a very aggressive Capital Improvement plan which includes but was not limited to; the Downtown Streetscape, Route 15 West Corridor, Carlyle and 161, 17<sup>th</sup> Street Extension, the Illinois Street garage and the purchase of land to build a salt dome as well as construct a place for the sanitation to move to when the plant expansion begins. The City expects to receive a grant in this fund from the State in FY 2020/21 to be used on various infrastructure improvements.

## **BELLEVILLE ILLINOIS TOURISM FUND**

### **Fund 44**

The Belleville Illinois Tourism Fund was created in fiscal year 2007/2008. Prior to that year the hotel motel tax was turned over to the Greater Belleville Chamber of Commerce, who in turn used it to pay the Tourism Director and associated invoices from those funds. We now reimburse the Chamber for the Director's salary, and all invoices are paid directly from this fund from a portion of the revenue generated through the hotel motel tax.

Belleville Tourism currently has more than 40 volunteers dedicated to greeting tourists who come to our area. Belleville has many attractions such as the Labor and Industry Museum, Historical Districts, Eckert's Country Store and Farm, special events and Festivals year round.

We have initiated an aggressive marketing plan which includes our beautiful downtown streetscape, which has outdoor dining at many of our restaurants and new and inviting specialty shops.

## **2015 PD PROJECT DEBT SERVICE FUND**

### **Fund 46**

This fund was created by bond ordinance to account for the debt service payments associated with the second round of bonds for the police department renovations at 720 W. Main St, police garage construction, and City Hall renovations related to that project. The 2015 bond issue was for \$8,500,000. The bonds will mature on January 1, 2036.

## **TIF 8 (DOWNTOWN SOUTH)**

### **Fund 50**

The Tax Increment Financing (TIF) 8 Fund, a special revenue fund, was established in 1999. The District covers, essentially, the area from Lincoln Street, between 3<sup>rd</sup> Street and High Street, and the railroad right-of-way. Three (3) commercial projects have been completed and several other commercial projects are in the preliminary stages of design. The base assessed valuation of this TIF was \$1,781,981.

The South Illinois Corridor project is complete as a plan to redevelop the area as a commercial and entertainment area centered on two (2) train depots and the Depot Connector Trail Bikeway. The corridor plan is complete and has generated a \$12,000,000 grant award from the Governor's Opportunity Returns program.

Several commercial projects have been completed included Duffy's Automotive and Joy Tribout Interiors. Infrastructure improvements are in the planning and construction phases. FCB Banks received TIF funds in FY 2014-2015 per a development agreement. TIF 8 assisted in the new Bank of Belleville facility in FY 2017-2018.

### **TIF 9 (SOUTHWIND ESTATES)**

#### Fund 51

The Tax Increment Financing (TIF) 9 Fund, a special revenue fund, was established in 1999. The District includes five (5) adjoining lots consisting of 10 acres along Lebanon Avenue, between Central Plaza and Southwind Drive. Projects for 2000 in this district included the development of commercial buildings. The initial assessed evaluation of this TIF was \$3,000.

An office facility was constructed in 2006 with TIF 9 assistance.

### **TIF 10 (LOWER RICHLAND CREEK)**

#### Fund 52

The Tax Increment Financing (TIF) 10 Fund, a special revenue fund, was established in 2000. The District is approximately 1,800 acres in size and is located in the southeastern quadrant of the city, between Illinois Routes 15 and 159. Several commercial and residential projects are currently being engineered around a floodplain. The base assessed valuation of this TIF was \$583,249.

There are certain eligible costs that can be paid for with TIF monies. These costs include infrastructure, acquisition and demolition of property, public infrastructure, engineering fees and others as outlined by State law. The Reunion mixed-use residential development is currently under construction and includes single-family homes, attached and detached on 95 acres.

### **TIF 11 (INDUSTRIAL JOBS RECOVERY)**

#### Fund 53

The Tax Increment Financing (TIF) 11 Fund, a special revenue fund, was established in 1999. The District is rectangular in shape and is located at the northwest corner of Greenmount Road and Illinois Route 177/Mascoutah Avenue, extending northward to Windrift Drive and westward, stopping parallel to College Avenue. The base assessed valuation of this TIF was \$137,550.

TIF 11 incentives were used to aid in the construction of Fairway Golf Center. This facility included a driving range and golf pro shop. This was the first project to be located in TIF 11.

The ultimate vision or goal is to increase commercial/retail property along one of the busiest roadways in Belleville, Greenmount Road.

## **TIF 12 (SHERMAN STREET)**

### Fund 54

The Tax Increment Financing (TIF) 12 Fund, a special revenue fund, was established in 2000/2001. The District is located in the east end of Belleville. It runs along Sherman Street/Rt. 161 from Orchard Drive, north to Lebanon Avenue then east along Lebanon Avenue to West Boulevard where it includes Goodall Trucking and Upchurch Concrete. Certain rebates are budgeted in this fund. Improvements to Belle Avenue were completed in 2009. Improvements to Page Avenue were completed in 2010. Improvements to Belle Avenue and drainage improvements in the area were completed in 2011.

## **TIF 13 (DRAKE ROAD)**

### Fund 55

The Tax Increment Financing (TIF) 13 Fund, a special revenue fund, was established in 2001. The District is located in the northwest portion of the city.

Various residential and commercial projects are ongoing and in the planning stages due to a sewer line extension funded in part through TIF 13 as a joint venture with the Village of Swansea. TIF 13 funds were used to improve the intersection at Frank Scott Parkway and Dapron Drive in 2011.

## **TIF 14 (ROUTE 15 EAST)**

### Fund 56

The Tax Increment Financing (TIF) 14 Fund, a special revenue fund, was established in 2003. The District is approximately 200 acres in size and is located in the southwest quadrant of the intersection of Greenmount Road and Illinois Route 15 and extends west to Jefferson Road.

TIF #14 funds were used to assist in construction of a roadway to accommodate a Tractor Supply store. St. Clair County Event Center will receive property tax rebates through TIF #14 based upon a development agreement.

## **TIF 15 (CARLYLE/GREENMOUNT)**

### Fund 57

The Tax Increment Financing (TIF) 15 Fund, a special revenue fund, was established in 2006. The District is 140 acres in size centered at the northeast corner of Illinois Route 161 and Greenmount Road.

TIF 15 funds were used in the development of a retail complex anchored by Lowe's Home Improvement Center and Super Wal-Mart in 2006 & 2007, as well as a number of out parcels in 2008 & 2009. There was a significant increase in sales tax due to this new development, which totals construction value in excess of \$110,000,000. A Chick Fil-A restaurant was constructed in TIF #15 in FY 2012-2013.

## **TIF 16 (ROUTE 15 CORRIDOR)**

### **Fund 58**

The Tax Increment Financing (TIF) 16 Fund, a special revenue fund, was established in 2005/2006. The District is approximately 450 acres in size.

TIF 16 funds were used in the development of two (2) car dealerships in the area of Illinois Route 15 and Frank Scott Parkway West, both totaling in excess of \$13,000,000 in private investment, and public investment by the City exceeding \$5,000,000 for street and public works improvements. These dealerships assist in generating an increase in sales tax.

## **SPECIAL SERVICE AREA RESERVE**

### **Fund 59**

This Fund received its revenue from the Bond Proceeds of the 2005 SSA GO Bonds. This reserve fund was created in FY 2006/07. Its purpose is to hold funds should there be a shortfall in the Special Service Area Bond I & S Fund. Funds from the bonds will be used to partially fund the downtown streetscape project. This bond issue will mature in 2027, at which time any excess funds will be returned to the Special Service Area Fund. This account must be maintained according to bond ordinance.

## **SPECIAL SERVICE AREA I & S**

### **Fund 60**

This Fund receives its revenue from Special Service Area, Fund 30. This debt service fund was created in FY 2006/07. Its purpose is to make the principal and interest payments for the Special Service Area Bond Series 2005. Funds from the bonds were used to partially fund the downtown streetscape project. This bond issue will mature in 2027.

## **2011 TIF BONDS I & S FUND**

### **Fund 64**

This Fund receives its revenue from TIF 3 and TIF 14. Its purpose is to make the principal and interest payments for the 2011 Street Project Bonds issued in February 2011. The bond proceeds were used to finish a road project in TIF 14, needed when the Tractor Supply store was built. The remainder of the proceeds were used to finish Phase IV of the 17<sup>th</sup> Street project. The bonds mature in 2031.

## **2014 PD PROJECT DEBT SERVICE FUND**

### **Fund 66**

This fund was created by bond ordinance to account for the debt service payments associated with bonds for the original police department renovations at 720 W. Main St, police garage construction, and City Hall renovations related to that project. The 2014 bond issue was for \$9,495,000. The bonds will mature on January 1, 2035.

## **2011 BOND FUND I & S FUND**

### **Fund 67**

Revenue from this bond issue was used to develop the Route 15 West Corridor. Two car dealerships as well as 2 big box retailers have located there. The funds were used to build roads, and provide utilities to these projects. The payments on this bond issue will come from the ¼% sales tax increase that the City passed in January, 2006. The bond issue was for \$14,450,000. The bonds will mature on January 1, 2026. These bonds were refinanced in 2012 to provide over \$1,000,000 of savings over the remaining years until maturity.

## **POLICE TRUST FUND**

### **Fund 71**

This special fund is revenue from donations by the public to the Police Department. The primary uses for these funds include equipment purchases such as ballistic vests for officers and expenses incurred by the canine unit such as training for the dog and handling expenses.

## **NARCOTICS FUND**

### **Fund 72**

This fund is revenue resulting from narcotic seizures and forfeitures generally obtained from undercover operations. These funds are reinvested and used for other undercover narcotics investigations, which in turn lead to additional seizures and forfeitures. Both the Federal and State government also transfers money from illegal drug operations to local police departments to help in the war against drugs in our communities.

## **LOCAL LAW ENFORCEMENT BLOCK GRANT FUND**

### **Fund 73**

This fund was established to track revenue from a Block Grant allocated by the Department of Justice for local law enforcement. The Grant can be used to purchase necessary equipment for the Police Department in its effort to curb crime.

## **TIF 17 (EAST MAIN STREET)**

### **Fund 75**

The Tax Increment Financing (TIF) 17 Fund, a special revenue fund, was established in 2005. The District is approximately 24 acres in size and is located along East Main Street and is bordered by East 'A' Street on the north, Oak Street on the east, East Washington Street on the south, North Jackson Street on the northwest and the Public Square on the southwest.

TIF #17 funds were used in the downtown streetscape project, including infrastructure improvements. In FY 2015-2016 TIF #17 funds are used for Facade Improvement Grants for downtown businesses, as well as infrastructure improvements and other business incentives. The City has entered into a development agreement with Escape 618 to assist with the remodeling of their facility with TIF #17 funds.

In FY 2018-2019 a development agreement was approved with Tygracon Properties, Inc. for renovations on East Main Street for a mixed use property. TIF 17 assistance was also approved for renovations to a property on the Public Square that allowed for the relocation of Nester Realty to downtown Belleville.

### **TIF 18 (SCHEEL STREET)**

#### Fund 76

The Tax Increment Financing (TIF) 18 Fund, a special revenue fund was established in 2008. The District is approximately 85 acres in size and is generally bounded by Scheel Street (north), North Missouri Avenue (west) and Carlyle Avenue (south). The overall plan for the area, as outlined in the City of Belleville 2000-2020 Comprehensive Plan, is for the redevelopment of the area, via an approved developer, to include a residential/commercial mixed use development. TIF 18 funds are anticipated to be used for infrastructure improvements to accommodate this redevelopment project.

TIF 18 funds were used for demolition of derelict structures in 2010 and 2011. Infrastructure improvements were completed with TIF 18 funds in 2015-2016.

### **TIF 19 (FRANK SCOTT PARKWAY)**

#### Fund 77

The Tax Increment Financing (TIF) 19 Fund, a special revenue fund, was established in 2006. The District is approximately 300 acres in size centered at the northeast corner of Illinois Route 15 and Frank Scott Parkway.

TIF 19 funds were used in the development of a retail complex anchored by Target and a Home Depot home improvement center in 2006 & 2007.

### **TIF 20 (RT.15/SOUTH GREENMOUNT ROAD)**

#### Fund 78

The Tax Increment Financing (TIF) 20 Fund, a special revenue fund, was established in 2009. The District is approximately 30 acres in size and is located at the northwest corner of Illinois Route 15 and South Greenmount Road. This project was site specific and related to assistance for the expansion of Eckert's Orchard and roadway improvements along South Green Mount Road.

## **TIF 21 (BELLE VALLEY III)**

### **Fund 79**

The Tax Increment Financing (TIF) 21 Fund, a special revenue fund, was established in 2010. The District is approximately 190 acres in size and is generally bounded by Illinois Route 13 and Green Mount Lane. This TIF district was established to aid in the expansion of Belle Valley Industrial Park Phase III.

TIF 21 funds are expected to be used for infrastructure improvements to accommodate Belle Valley III Industrial Park.

## **TIF 22 (ROUTE 15 NORTH)**

### **Fund 80**

The Tax Increment Financing (TIF) 22 Fund, a special revenue fund, was established in 2015. The District is approximately 33 acres in size and is generally bounded by Illinois Route 15 and DeMazenod Drive. This TIF district was site specific and related to assistance for the development of the Missionary Ventures project to include a convention center, hotels, and restaurants.

TIF 22 funds are expected to be used for site development, infrastructure improvements, and possibly police. The Hofbrauhaus St. Louis-Belleville was opened in 2018 under this development.

## **ROUTE 15 NORTH BUSINESS DISTRICT**

### **Fund 81**

This special revenue fund was created to account for the business district tax revenues and expenditures for the Route 15 North business district.

**BUDGETED REVENUE AND EXPENDITURES ALL FUNDS 2020/21**

<b>NAME OF FUND</b>	<b>REVENUE</b>	<b>EXPENDITURES</b>
General Fund	29,057,770	29,050,350
Parks Projects Fund	27,075	25,000
Insurance Fund	450,100	450,717
Library Fund	1,744,000	1,669,800
Library-Gift Endowment	400	400
Playground & Recreation Fund	1,124,478	1,115,045
Fire Pension Fund	4,203,000	3,955,000
Police Pension Fund	4,221,000	4,848,500
Capital Projects Fund	575,050	584,985
TIF 3 Fund	13,063,000	14,792,979
TIF 8 Fund	198,300	338,000
TIF 9 Fund	93,700	152,000
TIF 10 Fund	1,321,000	1,562,000
TIF 11 Fund	41,400	127,000
TIF 12 Fund	179,000	312,000
TIF 13 Fund	33,000	127,000
TIF 14 Fund	160,600	346,410
TIF 15 Fund	3,670,500	3,676,000
TIF 16 Fund	718,397	664,000
TIF 17 Fund	60,225	101,500
TIF 18 Fund	64,000	308,000
TIF 19 Fund	2,703,200	2,700,000
TIF 20 Fund	116,300	82,000
TIF 21 Fund	7,700	14,000
TIF 22 Fund	100,200	179,125
Route 15 North Business District Fund	30,250	107,950
Special Service Area Reserve Acct	2,200	0
Special Service Area I & S Fund	104,442	102,593
2011 TIF Bonds I & S Fund	257,300	254,301
2014 PD Project Debt Service Fund	690,050	685,650
2015 PD Project Debt Service Fund	591,838	583,963
Retirement Fund	1,479,500	1,485,000
General & Community Assistance Fund	368,550	366,700
Motor Fuel Tax Fund	1,943,000	2,343,200
Fountain Fund	4,530	4,700
Tort Liability Fund	858,500	900,000
Walnut Hill Future Care Fund	6,000	28,860
Sewer Operation & Maintenance	10,513,500	10,459,479
Sewer Repair & Replacement	193,602	150,000
Sewer Construction	11,073,700	10,361,975
Sewer Bond & Interest	13,689,912	13,674,021
Special Service Area	38,100	39,350
Working Cash Fund	6,400	0
Belleville Illinois Tourism	60,050	70,500
2011 Bond Fund I & S	1,201,000	1,053,005
Police Trust Fund	5,075	5,000
Narcotics Fund	118,950	117,000
Local Law Enforcement Grant Fund	20,050	20,000
	<hr/>	<hr/>
	107,189,894	109,995,058

**REVENUE AND EXPENDITURES ALL FUNDS 2020/21**

<b>Total All Funds Revenue</b>						
<b>Account Description</b>	<b>FY 2016/17 Actual</b>	<b>FY 2017/18 Actual</b>	<b>FY 2018/19 Actual</b>	<b>FY 2019/20 Actual</b>	<b>FY 2019/20 Budgeted</b>	<b>FY 2020/21 Estimated</b>
Total Taxes	28,602,539	31,519,677	32,910,893	32,700,795	33,811,782	34,126,242
Total Licenses	849,657	862,794	842,167	680,826	870,000	885,000
Total Permits	735,619	763,047	916,788	840,866	891,900	948,800
Total Intergovernmental	36,931,764	27,263,777	30,308,702	24,435,161	33,301,078	33,797,475
Total Fines	361,073	601,303	294,507	405,033	315,700	366,250
Total Charges for Services	15,890,209	16,797,194	17,881,679	18,100,618	18,533,200	14,978,100
Total Enterprise Services	8,136,854	7,453,544	5,162,954	279,850	2,642,130	2,837,325
Total Other Sources	25,998,972	14,089,866	18,467,716	11,628,222	20,715,900	19,250,702
<b>Total Revenues</b>	<b>117,506,687</b>	<b>99,351,202</b>	<b>106,785,406</b>	<b>89,071,371</b>	<b>111,081,690</b>	<b>107,189,894</b>

<b>Total All Funds Expenditures</b>						
<b>Account Description</b>	<b>FY 2016/17 Actual</b>	<b>FY 2017/18 Actual</b>	<b>FY 2018/19 Actual</b>	<b>FY 2019/20 Actual</b>	<b>FY 2019/20 Budgeted</b>	<b>FY 2020/21 Requested</b>
Total Personnel	33,355,950	33,313,370	34,516,578	35,017,418	36,529,566	37,503,070
Total Contract Services	21,625,543	21,297,633	21,763,962	21,157,276	24,112,295	19,002,382
Total Commodities	1,711,126	1,654,813	1,881,635	1,796,358	2,113,810	2,192,350
Total Debt Service	10,686,395	10,175,780	11,903,692	11,954,925	12,501,805	12,836,658
Total Capital Outlay	28,649,521	12,631,285	14,581,336	6,631,706	18,915,977	18,918,695
Total Other Expenditures	25,804,355	14,315,139	18,702,335	11,196,678	20,682,151	19,541,903
<b>Total Expenses</b>	<b>121,832,890</b>	<b>93,388,020</b>	<b>103,349,538</b>	<b>87,754,361</b>	<b>114,855,604</b>	<b>109,995,058</b>

**CAPITAL EXPENDITURES-ALL FUNDS 2020/21**

<b>DEPARTMENT</b>	<b>DESCRIPTION</b>	
<b>Administration</b>	Land Purchases	3,000.00
	Computer / IT Equipment	2,500.00
<b>Police Department</b>	Vehicle Aircards	900.00
	Portable Radios	20,664.00
	Radio Batteries	3,400.00
	Radar Guns	1,800.00
	Dispatch Equipment	320.00
	Honor Guard Equipment	3,000.00
	AEDs and pads	3,000.00
	Miscellaneous Equipment	3,916.00
	Safety Equipment (vests, shields, helmets, etc)	3,000.00
<b>Fire Department</b>	Thermal Imagers	10,000.00
	Other Fire Equipment (hose, air bags, tools, fans, gas monitors etc.)	15,000.00
<b>Street Department</b>	Miscellaneous Small Equipment	8,000.00
<b>Parks Department</b>	Dumpsters, grills, chairs, etc.	4,500.00
	Mowers & Trimmers	11,900.00
	Picnic Table Replacements	6,000.00
	Skid Steer Grader	9,600.00
<b>Cemetery Department</b>	Zero Turn Mower	10,500.00
<b>Sanitation Department</b>	Trash Toters	50,000.00
	Cameras	10,000.00
	Miscellaneous	2,000.00
<b>RCDS – Building/Zoning</b>	Computers/Handhelds/Software	6,500.00
	Miscellaneous equipment	2,000.00
	Furniture & Fixtures	1,000.00
<b>RCDS – Econ. Development</b>	Computers	1,000.00
<b>Mayor's Office</b>	Furniture & Fixtures	500.00

<b>Finance Department</b>	Computer Equipment	1,000.00
<b>City Clerk's Office</b>	Small Office Equipment	600.00
<b>Treasurer's Office</b>	Computer Equipment	800.00
<b>Maintenance Department</b>	Small Equipment	1,000.00
	Furniture & Fixtures	250.00
<b>Engineering</b>	Small Equipment	<u>2,000.00</u>
<b>GRAND TOTAL – General Fund</b>		\$ 199,650.00
<b>Parks Project Fund</b>	Park Equipment/Improvements	25,000.00
<b>Library</b>	Vehicle	1,000.00
	Computers/IT Equipment	5,000.00
	Building Improvements	5,000.00
	Periodicals	2,000.00
	Books	150,000.00
<b>Playground &amp; Recreation</b>	Computer Equipment	2,000.00
	Batting Cage Nets	1,600.00
	Table & Chair replacements	1,000.00
	Backstop Replacements- Laderman Park	16,000.00
	Splash Pad	300,000.00
<b>General &amp; Community Assistance</b>	Miscellaneous, as needed	2,000.00
<b>Motor Fuel Tax Fund</b>	Ditching Program	80,000.00
	Infrastructure Program	175,000.00
	Roadway Matching Funds	50,000.00
	Sidewalk Program	130,000.00
	Pavement Marking	30,000.00
	Concrete Patch	150,000.00
	Crack Sealing	25,000.00
	Shared Maintenance	12,400.00
	Asphalt Patch	175,000.00
<b>Walnut Hill Future Care Fund</b>	Niches	28,860.00
<b>Sewer Collections</b>	Computer Equipment	1,000.00
<b>Sewer Lines</b>	Pumping Equipment	5,000.00
	Camera Equipment	10,000.00

	Jetting Equipment	5,000.00
<b>Sewer Plant</b>	Alum Feed Shack	17,000.00
	Pumps/VFDs	40,000.00
	Pickup Truck	25,000.00
<b>Sewer Repair &amp; Replacement</b>	Control Panel Replacements	10,000.00
	Pump Replacements	40,000.00
	Miscellaneous, as needed	20,000.00
<b>Sewer Construction</b>	Land Purchases	140,000.00
	Pumps & Controls	75,000.00
	Blackburn Project	200,000.00
	Noble Project	300,000.00
	West Main Improvements	1,000,000.00
	Sewer Plant Project & SSO Projects	6,850,000.00
	Sewer Line Emergency Repairs	200,000.00
<b>Library – Gift Endowment</b>	Books	400.00
<b>TIF 3</b>	Street Dept Equipment	10,000.00
	Street Dept Truck	27,000.00
	Parks Mini Excavator	75,000.00
	Parks Truck & Trailer	34,500.00
	Housing Vehicle	20,000.00
	Maintenance Dept Truck	27,500.00
	Street Dept Backhoe	110,000.00
	Fire Dept Heavy Duty Truck	48,000.00
	Police Vehicles (6)	277,000.00
	Rodder/Vactor Truck Lease	86,400.00
	Fire Truck Lease Payments	109,100.00
	Street Dump Truck/Snow Units Lease	47,300.00
	Street Sweeper Lease	54,000.00
	New Tandem Snow/Ice Truck Lease	65,000.00
	2020 Ditching Program	100,000.00
	2020 Infrastructure Program	200,000.00
	Ditching around Westfield Plaza	13,000.00
	Upgrade of Alum feed facility- WWTP	170,000.00
	North Illinois Streetscape Match	600,000.00
	6th - 12th St Streetscape	350,000.00
	Centreville Ave Match	50,000.00
	Street Repairs	150,000.00
	29th Street Drainage	50,000.00

	East A Street	195,000.00
	West Main 17 <sup>th</sup> to 28 <sup>th</sup> Match	480,000.00
	Raab Ave	150,000.00
	2020 Asphalt Patch	175,000.00
	2020 Concrete Patch	150,000.00
	2020 Pavement Markings	25,000.00
	2020 Traffic Signals	80,000.00
	8th Street Sidewalk at RR	10,000.00
	Pleasant Hill Park Improvements	80,000.00
	Bellevue Park Improvements	215,000.00
	Siren Replacement	11,000.00
	Rotary Park Sign	7,500.00
	Auffenberg Ford Reimb (dev agmt)	240,000.00
	Herzog Field Roof	10,000.00
	Improvements/Acquisitions- Parking Lots	500,000.00
	Citizen Park Fence	60,000.00
	Security Improvements-Street Dept	30,000.00
	Concrete Work-WH Cemetery	30,000.00
	Landscaping	6,000.00
	Façade Improvements/Reimb Development Costs	200,000.00
	M360 Energy Improvements Pmt	40,000.00
	Other Miscellaneous	10,000.00
	2020 Sidewalks	200,000.00
<b>TIF 8</b>	Sidewalk/Infras. Improvements	100,000.00
	Façade Improvements/Reimb Development Costs	100,000.00
<b>TIF 9</b>	Entrance Sign	50,000.00
	Sewer Improvements	50,000.00
<b>TIF 10</b>	Infras./Sewer Improvements	300,000.00
<b>TIF 11</b>	Infrastructure Improvements	100,000.00
<b>TIF 12</b>	Infrastructure Improvements	250,000.00
<b>TIF 13</b>	Infrastructure Improvements	100,000.00
<b>TIF 14</b>	Infrastructure Improvements	200,000.00
<b>TIF 16</b>	Traffic Signals	5,000.00
	BiCentennial Park Trail	80,000.00

	Lake Dredging or Roadway Improvements	200,000.00
	BiCentennial Spillway Impr.	200,000.00
<b>TIF 17</b>	Façade Improvements	5,000.00
	Lighting/Signal Improvements	7,500.00
	Development Agmt Eligible Reimb	30,000.00
	Crosswalk Improvements	10,000.00
	Sidewalk Improvements	16,000.00
	Parking Lot Improvements	12,000.00
<b>TIF 18</b>	Sewer Improvements	300,000.00
<b>Capital Projects Fund</b>	North Virginia – State Grant	84,985.00
	State Grant Improvements	500,000.00
<b>Narcotics Fund</b>	Police equipment, cameras, etc.	115,000.00
<b>LLE Grant Fund</b>	Computer/Radio Equipment	<u>20,000.00</u>
<b>GRAND TOTAL</b>		<b>\$18,918,695.00</b>

## SUMMARY OF FULL-TIME EMPLOYEE POSITIONS

Department	Actual 2019-20	Budget 2020-21
Administration (not including Aldermen)	4	3
Police Department	103	103
Fire Department	65	65
Street Department	17	17
Parks Department	7	7
Cemetery Department	3	3
Sanitation Department	16	16
Legal Department	2	2
RCDS – Building & Zoning	10	10
RCDS – Economic Development	4	4
Mayor's Office	3	3
Finance Department	3	3
Human Resources	2	2
Clerk's Office	4	4
Treasurer's Office	3	4
Maintenance Department	8	8
Engineering Department	3	3
Library	17	17
Playground & Recreation	4	4
General & Community Assistance	2	2
Sewer Collection	4	4
Sewer Lines	7	7
Sewer Plant	20	20
<b>TOTAL ALL DEPARTMENTS</b>	<b>311</b>	<b>311</b>

The figures in this summary only reflect the number of full-time employee positions in each department. Many departments utilize part-time employees throughout the year, especially the Street Department, Parks Department, and Playground & Recreation Department.